

## MINUTES FOR THE DIRECTORS MEETING OF GAIHC

### By Zoom

**DATE:** July 18, 2022

**Present:** Simone Halpin, Betty Schultze, Dorothy Betts, Marilyn Geater, Dominique Pattinier, Linda Hellenius, Marni Laird

1. Simone called the meeting to order at 1:00.
2. M/S/C Motion to adopt the Agenda as amended, with the addition of "Elections at the AGM" and "Board Potluck".
3. M/S/C Motion to approve the minutes of the June 20, 2022 meeting.
4. **PRESIDENT'S REPORT:** Report from Simone was presented orally with the following highlights:
  - **Bylaws:** We must work within our Bylaws registered with the government, which are in line with the Society's Act. They were updated and passed at the AGM in 2019 and approved by the Society in January 2020. Any changes to the Bylaws have to be passed by the membership and then submitted to the B.C. Societies.
  - **Directors:** Technically, a three-person committee submits names of prospective board members to the Board, who presents them at the AGM for a vote. The Board can also appoint members at large, whose term runs from the date of the appointment to the next AGM, when their name comes forward for a vote. There can be up to eleven members on the Board. There is no assumption of executive positions to be assigned. Duties can be split, such as between the President and a Co- President (or Vice-President).
  - Simone suggested that when someone expresses an interest and is enthusiastic that they be approached to be appointed to the Board. Betty pointed out that this also gives the person an opportunity to learn about the Board.
  - **M/S/C, Marilyn/Betty that Val Lofvendahl be approached to become a Board member.** Simone will contact Val.
  - **M/S/C Marilyn/Marni that an ad hoc committee be set up to recruit Board members** (not necessarily a nominating committee). Dominique and Linda will serve, and Annette will be asked to join. If she cannot, Simone will send out a general request to the membership for a third committee member, with the theme of "Time for Renewal".
  - **Grants:** There will be two advertisements inviting grant proposals, one the end of August and one the second week of September.

- Odette from PHC Home Hospice program will be invited to speak to the Board. The Auxiliary has sponsored Home Hospice for the past three years and needs an update. If the Board meeting time is not suitable another time will be arranged.
- Other grant options were touched on, and Betty will explore an on-line programme that was set up to help a person in need.

**M/S/C Simone/Linda to approve Simone's President's Report.**

**5. GABE SHOP REPORT:**

- Tammie's Shop Report was accepted.
- **M/S/C Marilyn/Betty that the shop manager's discretionary spending be increased to \$300.00.**
- Betty will explore what the requirements are for applying for a student employee grant for next summer. The applications may need to be submitted in January.
- The Board reviewed recommendations from the Shop Volunteer meeting for Board approval, pending cost estimates, regarding the closure of GABE Mini. The move should start soon after Labour Day.
  1. Move the office to the back sorting room.
  2. Add a second dressing room, either by expanding the storage closet if possible, or using a portion of the back utility room.
  3. Repurpose the GABE Mini shed as a sorting/rotation area.
- **M/S/C Marni/Linda for Shop Committee to explore implementing these suggestions.**

**6. FINANCIAL REPORT FROM TREASURER:** Marni presented written financial report for June.

- **M/S/C Marni/Marilyn that 35% of net revenue for June, \$440.00, be transferred to the savings account.**

**M/S/C Marni/Marilyn to approve Marni's financial report.**

**7. DRIVERS TO DOCTORS REPORT:** Written report by Marni presented at the Board meeting.

**M/S/C Marni/Marilyn Drivers to Doctors report accepted.**

- 8. MEALS ON WHEELS REPORT:** Written report by Linda Hellenious was presented at the Board meeting.

**M/S/C Linda/Marni Meals on Wheels report accepted.**

- 9. VOLUNTEER COORDINATOR'S REPORT:** Written report by Dominique presented at the Board meeting.

**M/S/C Dominique/Betty Volunteer Coordinator's report accepted.**

- 10. EVENTS COORDINATOR'S REPORT:** Report from Simone was presented orally with the following highlights:

- **Cultivate:** \$1692.20 worth of ice cream was sold – 400 singles and 51 doubles. It was a very positive and worthwhile experience.
- **Big Draw:** Simone sent out requests for prizes to 15 businesses, with one positive response to date; she will follow up with phone calls. The application for the raffle licence cannot be submitted without a list of prizes. The target date for the draw is September 25, but ideally there needs to be six weeks or more to sell the tickets, so the actual draw may have to be pushed into the next fiscal year.
- The birthday party was a success and people enjoyed themselves. Marni submitted a list of costs (\$60.75) and events.
- An Events Coordinator would be helpful now that people are gathering again.

**M/S/C Simone/Marni acceptance of Simone's report.**

- 11. MEMBERSHIP REPORT:** Simone reported that no more dues have been paid.

**Membership report accepted.**

- 12. ADMINISTRATION:** Nothing to report.

- 13. CARD REPORT:** No cards were sent out in June.

#### **14. REVIEW ITEMS FROM JUNE MEETING:**

- Betty has submitted her application to attend the BCAHA Vancouver Island Area conference and has reserved her room.
- Betty, Simone, and Dorothy attended the Health and Wellness Collaborative conference, which was valuable. There are links to the statistics on their website. Dorothy will correct the name of the Auxiliary on their website acknowledgement of financial support.

#### **15. NEW BUSINESS:**

- **Policy and Procedures Manual:** Marilyn has sent out preliminary copies and has had some comments. When all of the responses are received, she will compile the manual. All Board members should have a copy.
- **Next Newsletter:** Dorothy will interview the scholarship recipient; there will be another Focus Spotlight, and information about the Big Draw and grant proposals.
- **AGM:** Although the preference would be to hold it in person, we should wait to see if there are any restrictions or concerns due to Covid. It should not be scheduled before mid-November because financial information needs to be complete. It could be combined with an early Christmas party for the membership.
- **Board Potluck:** An informal event for Board members to discuss possible ways forward to strengthen the Auxiliary was proposed, and Betty offered her home as the venue. M/S/C Betty/Linda that this be planned, probably for early September.
- **Diabetes Bins:** Marilyn is coordinating the removal of the bins because Diabetes Canada is no longer doing pick-ups on Gabriola.

**16. NEXT MEETING:** August 22, 2022 at 1:00 by Zoom.

**17. NOTICE TO ADJOURN:** M/S/C moved to adjourn at 3:00.