

Seniors Association Kingston Region

Board Meeting Minutes

June 28, 2023

Present: Eleanor Plain (President), Gary Bissonette (Treasure), Margaret MacSween, Alexis Dishaw, Barbara Hulme, Grant LeDrew, Dennis Quinn, Carol Barrie, Nella Belcastro, Mary Kelly, Brian Cox, Mark Rosenberg (Past-President), Don Amos (Staff)

Regrets:

President Eleanor Plain called the meeting to order at 4:02 pm

1. Adoption of Agenda/Declaration of Conflict of Interest

MOTION: That the agenda be adopted as presented.

Alexis Dishaw/Nella Belcastro **CARRIED.**

2. Operational Information: Volunteers & Special Events

Jean Lawson, Director for the department gave a 15-minute presentation on the activities of her portfolio.

3. Consent Agenda

MOTION: That the following items on the consent agenda be accepted.

Dennis Quinn/Nella Belcastro **CARRIED.**

3.1 Approval of Board Minutes of May 24, 2023

3.2 Approval of Confidential Board Minutes of May 24, 2023

3.3 Acceptance of Governance Committee Minutes of June 13, 2023

3.4 Acceptance of Finance Committee Minutes of June 21, 2023

3.5 Acceptance of Fundraising Committee Minutes of June 8, 2023

4. Business Arising from the Minutes

4.1 Vaccine/Mask Protocol – Review

Don reviewed the vaccine/mask protocol with the Board. It was determined to stay the course with the existing policies and procedures.

5. President's Report

Eleanor updated the Board on the Pride parade engagement and thanked the staff/Board members for their support. She finished with acknowledgement of staff member Jackie Karagianis retirement and collectively as a Board their appreciation for her years of service to the Association.

6. Executive Director's Report

Don reviewed his written report to the Board and highlighted the following for their attention:

- a. The Domino Theatre night was a big success with 140 people in attendance.

- b. The Association is planning a pickleball open house on July 18th from 9:00 – 1:00 pm. All pickleball courts at the Dome have been rented just for the Association. Members/public tour and play where we are going in September for session #1.
- c. Murray Angus has been hired as the new Finance & Administrative Director. His first day of work was Monday, June 17th.
- d. Hatters Cove will be hosting a strawberry social on Thursday, June 29th starting at 2:00 pm.

7. Treasurer's Report

Gary Bissonette reported on the May unaudited financial statements. It was noted that the Association had a dip in May revenue based on a strong April registration period. He updated the Board on the current investments with the Community Foundation of Kingston. After a lengthy discussion it was determined to move the Managed funds from the Foundation back into the Association's operating accounts.

MOTION: That the unaudited Financial Statements for the period ended May 31, 2023, be approved.

Barb Hulme/Mary Kelly **CARRIED.**

MOTION: That the Board approved the Executive Director to move the Managed Funds by the Community Foundation of Kingston to the operating accounts of the Seniors Association.

Brian Cox/Barbara Hulme **CARRIED.**

8. Governance Committee Report

Chair of the Committee, Alexis, reviewed the final dates with the Board about the ONCA bylaw review. She indicated that the Committee will now be reviewing Board member succession planning, what skills will be ideal moving forward. The development of a new strategic plan will commence in the fall. She finished with a series of motions updating Board policies.

MOTION: That Policy 4C, Executive Director – Succession, Recruitment and Selection, 5D, Board Evaluation (with the removal of Appendix 3), 5G Inaugural Board meeting from the Board Policies Manual be approved with no change as noted from the previous policy.

Carol Barrie/Mary Kelly **CARRIED.**

MOTION: That Policy 1A, Introduction – Purpose, Scope and Acknowledgement, from the Board Policies Manual be approved with the amendment of removing Appendix 1 from the previous policy.

Carol Barrie/Nella Belcastro **CARRIED.**

Deferred: Policy 4A, Responsibilities of the Executive Director.

9. **Fundraising Committee Report**

Chair of the Committee, Nella, reported that the committee is focusing on recruiting callers for the Annual Campaign in the fall. A new endeavor for the committee is to target in late September support from the business community for the Annual Campaign.

10. **New Business**

10.1 Operational Plan update

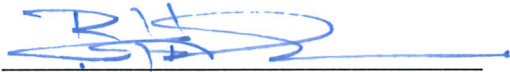
Don offered highlights to the operational plan in relations to the Strategic Plan. Eleanor thanked Don and the management team for their work on it.

11. **In Camera Session**

There was no in camera session.

12. **MOTION to Adjourn** 5:49 pm

Carol Barrie **CARRIED.**



Barbara Hulme
Corporate Secretary



Eleanor Plain
President