

Seniors Association Kingston Region

Board Meeting Minutes

July 26, 2023

Present: Eleanor Plain (President), Gary Bissonette (Treasurer), Margaret MacSween, Alexis Dishaw, Barbara Hulme, Grant LeDrew, Dennis Quinn, Carol Barrie, Mary Kelly, Brian Cox, Don Amos (Staff)

Regrets: Mark Rosenberg (Past-President), Nella Belcastro

President Eleanor Plain called the meeting to order at 4:05 pm

1. Adoption of Agenda/Declaration of Conflict of Interest

MOTION: That the agenda be adopted as amended.

Brian Cox/Grant LeDrew **CARRIED.**

2. Operational Information: Communications & Membership

Catherine Milks, 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.

Alexis Dishaw/Margaret MacSween **CARRIED.**

3.1 Approval of Board Minutes of June 28, 2023

3.2 Acceptance of Governance Committee Minutes of July 11, 2023

3.3 Acceptance of Finance Committee Minutes of July 19, 2023

4. New Business

4.1 2023-24 Budget

Don and staff member Murray Angus, Finance & Administration Director reviewed the 2023-24 proposed budget. They offered highlights, risks associated with the budget and staffing outlines. After a series of questions, the following motions were approved.

MOTION: That the Board approved the operational 2023-24 budget.

Gary Bissonette/Barbara Hulme **CARRIED.**

NOTICE OF MOTION: That the Board approve the implementation of the supplemental budget based upon session #1 and early review of session #2 financial results as reviewed at the November Board meeting.

Gary Bissonette/Dennis Quinn **CARRIED.**

5. 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. The review will continue for the remainder of this calendar year.

6. President's Report

Eleanor congratulated Don on his receiving the Sri Chinmoy Oneness-Home Peace medal award. Don received the award for his work at the Seniors Association as well as being a city councilor for Portsmouth district.

7. Executive Director's Report

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

- a. The Pickleball open house was a huge success with 522 people attending the four-hour event.
- b. The Association's volunteer appreciation BBQ went very well with close to 150 people attending the outdoor event.
- c. Clare, Murray, and Don completed an application to the province for funding for a Seniors Active Living Centre in Loyalist Township. If approved the Association would offer permanent programming in the community.
- d. On Tuesday, August 22 the Association will be hosting its first outdoor sound escapes concert. The event will take place in the north parking lot.

8. Treasurer's Report

Gary Bissonette reported on the June unaudited financial statements. It was noted that the Association should come in with a small surplus at the end of the fiscal year.

MOTION: That the unaudited Financial Statements for the period ended June 30, 2023, be approved.

Gary Bissonette/Margaret MacSween **CARRIED.**

9. Governance Committee Report

Chair of the Committee, Alexis, reviewed a risk management briefing note that the Governance Committee will start to look at in the new calendar year. The policy review is taking place with relations to ONCA to ensure that the policies effected are change appropriately. She finished with a motion to approve a policy update.

MOTION: That Policy 4A, Responsibilities of the Executive Director be approved as presented. Alexis Dishaw/Grant LeDrew **CARRIED.**

10. Fundraising Committee Report

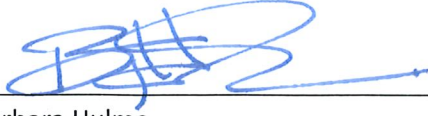
The committee did not meet in July. Focus for August will be the Annual Campaign.

11. In Camera Session

There was no in camera session.

12. MOTION to Adjourn 5:28 pm

Gary Bissonette **CARRIED.**



Barbara Hulme
Corporate Secretary



Eleanor Plain
President