

BCGREA – Victoria Executive Meeting
July 20, 2021 Via Zoom
MINUTES

Present: Barbara Golder (Chair), Gerry Buydens, Valeska Campbell, Laura Lam, Terry Prentice, Sonja Ruffell, Marilyn Spencer, Tammy Welch, Vicki White.

ABSENT: Sarf Ahmed, Brian Green

1. CALL TO ORDER AND WELCOME: Chair Barbara Golder @ 10:54 a.m.
2. TERRITORIAL ACKNOWLEDGEMENT: Bypass because all not in same location.
3. APPROVAL OF AGENDA: **M/S Vicki/Tammy Carried**
4. APPROVAL OF MINUTES: Executive meeting of May 21, 2021.
M/S Marilyn/Gerry Carried
5. BUSINESS ARISING FROM PRIOR MINUTES:
 - a) BCGREA Roles and Responsibilities Handbook revision – in process – upgrades to Barbara & Terry.
 - b) Old laptop decommissioning – Has been done. Still have a camera associated with the old laptop.
 - c) Sarf's report on the Victoria Branch 1200 Survey. (See attached)
Report should not go in the e-bulletin.
ACTION: Report on survey recommendations to be linked in the e-bulletin, to all Branch 1200 members. Laura will follow-up.
Phoning committee has contacted those not on emails and mailed a copy if requested. **COMPLETED**

Barbara hopes to have the next bulletin ready for Aug 24 meeting.
 - d) Volunteer secretary for September Executive meeting – Barbara seeks a volunteer. **Appoints Sonja.**
Barbara will put an advertisement for secretary in next newsletter.
Tasks for secretary position – Barbara has draft of duties from handbook.
 - e) E-bulletin (Barbara) Aug 25, so will have ready for Aug 24th exec meeting.
Valeska points out we need to have limits on what we upload to the provincial website. (e.g. cannot upload financial reports, etc.)
Minutes are all we need. We don't need all the rest.
6. CORRESPONDENCE: None.
Letter from Dr. Ivanisko – Valeska reports. Reply sent out under our branch and Ken Pendergast's signature June 2021

7. DIRECTORS' REPORTS:

a. Treasurer (Tammy),

Year-end financial statements for approval and sending to Provincial.

M/S: Tammy/Valeska. Carried

Pen and pencils sets. Will be written off this year and then they will not show in next year financial statements.

Motion to purchase a \$50.00 gift card for our Financial Reviewer Cindy Fristoe. **M/S: Tammy/Vicki. Carried.**

Tammy reported she has set up a savings a/c and moved \$30,000, from the chequing account so financial statements will show differently in the future.

She is working on budget for Aug review and passing at September meeting. **Any one having items with expenses to advise Tammy.**

Tammy has updated email on all accounts. Now showing the treasurer email.

b. Membership (Valeska)

Deceased members records can be destroyed per Provincial Policy. Legal opinion on dealing with SIN numbers on historical records. Six years or older can be destroyed when we have access to records in the Victoria BCGEU office. Valeska with two volunteers are hoping to gain access to organize paper files.

BC Mail delayed or lost – 94 pieces of mail. Many cheques. When duplicate cheques were sent, many members chose to have them applied to next years dues (Tammy reported).

c. Communications (email, newsletter) (Brian/Laura)

Transfer of electronic records from Linda to new folder - Sarf has them.

Microsoft 365 license renewal - up for renewal in September. Terry to see Brian and have the licence moved to Terry if needed.

Meeting minutes being posted on new Branch website

*Photo contest to be conducted – Brian recruiting a judge and contest rules – **Not discussed.***

d. Provincial Report (Brian) (see attached)

Collaboration with Teachers, College and Municipal associations – no action

Digital training for seniors Put a link in our e-bulletin/website

Awaiting advice from Provincial re attendees for Oct 20 provincial AGM in Vancouver

One vacancy for election. (i.e. 2nd VP.)

Template needed for what goes in bulletin. What external info. (e.g. Cemetery society).

Link from the survey - Can this go to Communications for review and direction.

Question what we put in bulletin because of interest in so many areas. Can put links to these interests. Terms needed.

Communication can advise by Sept Exec meeting. 4th Tues in September (i.e. 27th Sept.) re outside reference on our web pages.

Valeska inquired re date for next newsletter – say mid November. Valeska will have two articles. Newsletter before the Xmas luncheon.

e. Program (Gerry)

Plan for Sept-December programming – see attached.

Tom Vincent as guest speaker for September. Possibly a Zoom meeting from his office.

Nov - Isabel McKenzie possible

March - CRA booked

Feb - John

Suggestions: Someone on scams. Forestry ?? Possibly early summer.

Dr. Bonnie Henry re 3rd shot. How should seniors deal with anti-vaxxers.

Gerry's update: The first three meetings will be via Zoom, starting with Tom Vincent in Sept. October will have Collen Woodger from ICBC via Zoom. November, I am looking at Isobel Mackenzie – not confirmed.

f. Telephone (Sonja) - No activity

g. Goodwill (Sonja) - Sent out goodwill cards. Suggested using the Books of Condolences from TC for information on deceased.

h. Social/House (Marilyn).

Christmas lunch at Vista 18 update. Up to 50 people but may change.

Should know by September meeting. Do we really want to have more than 50 for seniors? The hotel won't guarantee the 2nd room. 120 attended last time. Check capacity -

Alternative locations for meetings – Sept/Oct/Nov. Discussed trying to find a location for the October meeting so it could be in person and Zoom. Depending on how Marilyn/Vicki find locations for rentals.

Should we still do gift cards? Say 3 - \$25 for attendees and 2 for those who don't attend. No cards during summer vacations.

8. NEW BUSINESS

Template for e-bulletin for Campaigner (Laura)

Laura showed her test for e-bulletin using Campaigner. Everyone agreed the example looks very good. Consider using it on the next e-bulletin.

Website content – what criteria will be applied to posting on the web (All)

Will there be a cost to us for the Zoom coordinator? Unknown at this time.

9. OTHER BUSINESS: Xmas luncheon – Marilyn.

Confirm - Limit to members and associate members only. No guests.

10. NEXT MEETING: Executive meeting – August 24 @10:30 in person – @ Barbara's House.

11. ADJOURNMENT: **M/S: Tammy/Vicki @ 12:29 p.m.**

Chair: Barbara Golder

Acting Secretary: Terry Prentice

Approved: _____ August 24, 2021 _____

