

Century House Association Executive Minutes 13 May 2024, Cottage

1. Call to order 10:04 a.m.
Present: Anne Ladouceur, Pat McDonald, Bill Harper, Tim Hicks, Marilyn Remus
Regrets: Curt Albertson
2. Agenda – item 11 “Governance Standing Committee” was deleted
Motion: Approve agenda as amended [Harper, McDonald] Carried
3. Minutes
 - Corrections: bursary appointee is 6.3 Anne Ackerman; Item 7, last bullet to read ‘designation Activity Service Groups be removed...’
 - Motion to approve minutes as corrected [Harper, McDonald] Carried
4. Appointment of new CHAE members:
 - **Motion** to appoint Tim Hicks (Secretary) and Marilyn Remus (Member-at-Large) [Harper, McDonald] Carried
5. Liaison assignments
 - Discussion and rebalancing; revised list created (attached)
 - Motion to approve [Remus, McDonald] Carried
6. Old Business
 - i) CHA participation in staffing process - posting for Hannah’s previous position has closed; we were invited to suggest areas of questioning for interviews;
ACTION: Erica will send a list of themes; we will respond promptly as time is short
 - ii) Elections update – most are done, Pat will do Cribbage today, Bill will do Readers May 14; Tinnitus group is out of our lists
 - iii) **ACTION:** Purchase of software and printer to be added to next Chairs meeting agenda for approval (\$1000)
 - iv) Gift for Jessica Wong
ACTION: Pat will get this and send it via the office
7. Treasurer’s report
 - Pat noted that she would like reimbursements to be via written request and receipt (email OK); cheques will be issued on Mondays
 - Discussion of term deposit options, a probable topic for a planning session in summer; noted another bequest is pending
 - Motion to receive report [McDonald, Harper] Carried

8. Membership access report – Curt provided a summary (attached) of the current position, still being developed. It includes limited use of the City list and a process for working via the Chairs
 - Consent remains an issue; we all want opt-in; working on a process
ACTION - Erica will find a draft consent form
 - Problems with working through chairs need to be addressed
 - We need to identify what qualifies something for a city push; examples: notice of AGM, warming & cooling alerts, maybe more
 - **ACTION** – further development by Curt’s team and executive;
 - **ACTION** – we’ll include an overview at the Orientations, rather than the June Chairs meeting

9. Hyack Parade update – Bill outlined what’s already in place (attached); it looks like a go
 - **ACTION** – Bill to complete required paperwork including insurance
 - **Motion** to approve funding for expenses up to \$800 [Harper, McDonald] carried
 - **ACTION** - Erica to see about promotional handout slips already approved for Seniors Week

10. Leaders’ Orientations – discussion of dates that are feasible
 - **Motion** to proceed with plans for Wed. May 22 at 10 AND Sat. June 15 at 10 [McDonald, Harper] carried
 - **ACTION:** Anne to call planning meeting

11. Liaison Reports
 - Snooker: seeks funding to upgrade tables (city owns tables, cost-sharing is being discussed)
 - **ACTION** – Erica , Bill, Anne - meet with the snooker group

12. Seniors Week
 - **ACTION** – Bill & Anne to arrange and do proclamation May 27
 - We are supporting two events; if the Town Hall event asks for a CH rep it would be Bill

13. Intercultural Festival JUNE 8 – Anne has more info, and see attached sheet
 - **Motion** to have a table [Harper, McDonald] carried
 - **ACTIONS** – need coordinator, Tim will attend. Anne to fill in details

14. Staff Report
 - hiring for two positions and seniors’ connector, and auxiliary front-line staff for events across city; the office volunteers are back
 - P & R comprehensive plan – please do survey or attend an open session [details](#)
ACTION – Anne to contact P & R via Erica re possibly providing input
 - Motion to go in camera [Harper, McDonald] carried
 - **ACTION** - Erica will pursue the issue discussed
 - Motion to exit in-camera mode [Harper, McDonald] carried

15. Next meetings

- June meeting – 3rd Monday is 17th.
- Bill away Jul-Aug. Erica away late Jul-early Aug

16. Adjournment Motion to adjourn at 11:58

[Harper] carried