

Executive minutes 2025-10-20

Century House

Present CHAE: Anne Ladouceur (chair), Bill Harper, Sydney McGillis, Wendy Parry, Helen Chambers, Trudi Hampel,
Staff: Silisha Ali (CNW)
Regrets: Tim Hicks

1. Call to order 10:00
2. Adoption of Agenda [Harper/Parry]
3. i) Approval of amended minutes of meeting 2025-Sep-15 [Parry/Chambers]. Carried.
 - Corrections to page 2, item 6 and page 3, item 10
 - Moved by [Parry/Chambers] to accept amended minutes; passed unanimouslyii) Approval of minutes from special meeting 2025-Sep-26 [Harper/Chambers]. Carried.
4. Old Business
 - Staggered elections – document reviewed / discussed.
Presentation for text approval to be added to the agenda of the November CHAE meeting.
 - Sunday Opening – Silisha advised that the request is with City Council
 - Princess Margaret Picture – ownership of picture not confirmed. Helen to proceed with acquiring the cost to re-frame.
 - AGM – as upcoming Past President, Anne will serve on the Nominations Committee but prefers not to chair it. She will be reaching out to the current executives to see who plans to stand for election at the AGM.
 - Finance Committee Motion - Tim has forwarded to Governance for update of Handbook.
 - A wreath will be placed on Memorial Day at the cenotaph by Bill and Anne and any other member who wishes to attend.
5. Treasurer's report
 - Approved funding requests – Parkinson's – done; Death & Dying – tbd; CHAPS – tabled.
 - Financial report – 2 workshops held with only approximately 8 attendees per workshop; noted continued resistance to collapse bank account by some groups. Will meet 1:1 with groups which is very time consuming for treasurer. Budget presentation noted to be very good. **Action** – Sydney to keep CHAE apprised of meeting outcomes.
 - Octopus Grant Status – balance \$17,000. Hannah has done a report; we need to use it up. **Action:** Bill to meet with Hannah.
6. Strategic plan update
 - Attached **Strat Plan Oct CHAE Report**
 1. **Motion 1** – As amended, moved [McGillis/Parry] – Carried.
That the CHAE receive the Strategic Plan as presented at the September 3, 2025 Chairs meeting.

Century House Association Executive (CHAE)

Recorded Vote:

FOR - McGillis/Hampel/Chambers

AGAINST - Harper/Parry

2. **Motion 2** – as presented, moved [Harper/Chambers] – CARRIED unanimously
That the CHAE expand the Strategic Plan Organizing Committee from 4 to 7 members.
3. **Motion 3** – as presented, moved [Harper/McGillis] – CARRIED unanimously
That two additional members of the Organizing Committee be from the Chairs group and one from the membership at large.

7. Standing Committees

- Bursary – no report
- Events – with the Community Connections recent move from Monday to Tuesday, two events are happening at the same time. Consequently, the kitchen informed the EPC that they could not use the kitchen to prepare coffee/tea. The whole room set-up had to be changed and alternative arrangements made to prepare refreshments.
The annual meeting of the EPC was held Saturday, October 18th.
- Governance – no report
- Communication
 - Trudi noted that the final approved version of the new members package was provided but has no update on status – **action:** Anne to f/u.
 - Recommended motion from Communication Committee – That the disbursement of the promotional pens be at the discretion of the President or named delegate. Moved [Hampel/McGillis] – carried unanimously.

8. Liaison Reports

• CHAPS

- Met with Finance Committee (
 - **Tuesday Line Dancing:** Given that there are about 30 people in the ABC room on Tuesday evenings and less than 10 (4-5 including the instructor) in the fitness class in the Fir/Douglas room that evening, the line dancing group has asked to switch rooms.
9. **Craft sale** – Wendy Parry is chairing the organising committee for the November 22nd Christmas Craft & Bake sale. Lots of requests for independent tables – committee has the expectation that items are all handmade by the sellers.

10. Staff report (Silisha Ali) (note: presented after #5 agenda item);

Staff report for executive meeting

October 20, 2025

- Sundays: no change from the information given at the October Chairs meeting.
 - Fencing for the learning garden: was put in the budget for 2026
- Holiday decorations for craft sale
 - We keep holiday décor to the month of December for equitable purposes
 - If it is planned earlier then it is okay if not you can out it up but it would have to be taken down

Century House Association Executive (CHAE)

- When Jenna is back we can confirm the date

Keep in touch for change

- This belongs to the group and can be altered at their discretion

Line dance Switching rooms

- Line dancing wants to switch room from ABC to Fir room – Tuesdays
- The timeslot belongs to fitness
- Silisha will check in with fitness

Acting manager role

- Acting positions have been extended to November 21

Bike rack construction schedule:

- Mobilization/Fencing Set-Up: November 3rd
- Demolition: November 4th – 6th
- Concrete Preparation: November 7th
- Concrete Pour: November 10th – 12th (Weather permitting)
- Bike Rack Installation: November 17th

Pickle ball

- Silisha met with Tim Manny and Ken
- Talk about safety and severity of accidents
- We need to take steps to be preventative
- We are to meet in a month to discuss stats and next steps

11. Next Meeting – Monday, November 17, 2025

12. Adjournment – 12:15 pm [McGillis/Hampel]