

Education Retirees Association of Ottawa (ERAO)
Executive Meeting Minutes
Date: Tuesday, April 2, 2024

Item		Decision/Action
Call to Order	The ZOOM meeting was called to order at 10:10 a.m.	
Executive Members	President: Chris Borzecki (Present) Vice President: Vacant Secretary: Vikki Zulpo (Regrets) Treasurer: Horst Dannehl (Present) Registrar: Cheryl Cavell (Regrets) Social Committee Chair(s): Shelley McDonald (Present) ERAO Online Chair: Rick Chataway (Present) House Convenor: Sue Peter-Weeks (Present) Past President: Horst Dannehl (Present) Members at Large: Margaret Bryan (Regrets), Stuart Fraser (Present)	
Approval of Agenda	Motion to approve by Horst; seconded by Rick.	Passed
Approval of Minutes of February 13th, 2024 meeting	Motion to approve by Shelley; seconded by Horst.	Passed
Treasurer's report	<p>As of April 2, 2024 the current balance in the savings account is \$3,673.41. There is \$3,171.04 in a term deposit (GIC) which is redeemable in June 2024.</p> <p>The Credit Union issued a T5 slip indicating that the ERAO account earned \$175.16 in interest for the 2023 year. This is the first time a T5 has been issued. Horst contacted the Credit Union to find out why a T5 was issued. The Credit Union indicated that this is a standard practice and that it is up to the recipient of the T5 to decide how to proceed.</p> <p>A discussion took place regarding whether the ERAO should be designated as a not-for-profit organization. Further investigation is required.</p> <p>Horst indicated that he will be stepping down as Treasurer effective June 30, 2024.</p> <p>Motion to approve by Horst; seconded by Rick.</p>	<p>Sue to look into not-for-profit designation</p> <p>Passed</p>
Registrar's report	In Cheryl's absence, Stuart reported that as of March 26, 2024 there are 461 email subscribers which represents an increase of 8 members from February 2024.	
ERAO Online Chair's report	Website and info@erao.ca: The annual renewal for the website is April 11 th . The cost to renew will be \$105.00. The invoice will be sent to Horst for payment.	

	<p>Zoom presentations and recordings: Attendance is about 10 to 15 per presentation. The ZOOM renewal is coming up shortly. The practice will continue whereby Rick will pay half of the cost of the renewal and ERAO will pay half. The invoice will be sent to Horst for payment. The three most recent ZOOM presentations remain available for members to view.</p> <p>Facebook: There are currently 186 members on Facebook. John and Jan will continue to be the “keepers” of Facebook.</p> <p>Motion to approve by Rick; seconded by Sue.</p>	Passed
Social Committee Chair(s) report	<p>ZOOM presentations and events are not drawing large numbers of participants. Typically, 10 to 15 individuals attend.</p> <p>Events are advertised on the ERAO website and Facebook. Currently there are only 2 individuals registered for the upcoming breakfast and 4 individuals for the AGM.</p> <p>There was a discussion about how to increase participation but no definitive plan of action was established.</p> <p>Motion to approve by Shelley; seconded by Sue.</p>	Passed
House Convenor’s Report	<p>An updated Inventory List is in the filing cabinet in Room 102 at Confed. In addition, Sue has taken photos of the contents of the room in general and photos of specific items. Both Chris and Sue have copies of the photos in the event they are required for insurance purposes.</p> <p>Chris has confirmed that ERAO is covered for both theft and fire up to approximately \$14,000.</p> <p>Motion to approve by Sue; seconded by Horst.</p>	Passed
Business arising from previous meetings	<p>Reaching out to new retirees: Chris has contacted the Catholic School Board and Sue has contacted the Ottawa Carleton District School Board however their calls have not been returned.</p> <p>New members complete a Google Form and submit that form to Jan. Stuart maintains a database of new members and he will review the last 8 new members to see how they found out about ERAO. This information may help us to grow the membership.</p> <p>Tribute: A framed tribute is ready to be presented. An individual has agreed to speak about the member’s contribution to ERAO and their remarks are currently being prepared. A donation will be made to the recipient’s organization of choice.</p> <p>ERAO Online business continuity plan: Chris has put this project on hold. The concept is to create a collection of important information that would allow us to continue with our business in the event</p>	

	<p>something should happen to one of us. Information that will be collected would be account numbers, passwords, etc. The information would be private to members of the ERAO Executive only.</p> <p>AGM: The AGM was scheduled to be held on May 16th. Algonquin College contacted Shelley to advise that the restaurant will not be open on that date. The executive identified May 23rd as the alternate date and Shelley will contact Algonquin. Currently there are only 4 individuals (all members of the Executive) registered to attend. We will review the number of registrants by the end of April and if there are not at least 15 registered then the luncheon will be cancelled and the AGM will be held via ZOOM.</p> <p>Room 102 and Community Use of Schools (OCDSB): Chris has received an updated insurance certificate; however, the school board has not yet asked for it. The current practice of using Room 102 will continue until a link is received from Community Use of Schools. Two weeks ago, the Camera Club held an event in the parking lot at Confed. A permit was pulled for this event and the cost was just under \$30.</p>	
New Business	None	
Next Meeting	Tuesday, August 13, 2024 at 10:00 a.m. via ZOOM	
Adjournment	Meeting was adjourned at 10:53 a.m.	