

## Education Retirees Association of Ottawa

### Executive Meeting Minutes (via Zoom)

Date: December 12, 2023

Item			Decision/Action
<b>Call to Order</b>	10:05 am		
<b>Executive Members Present</b>	President:	Chris Borzecki	
	Vice President:	Vacant	
	Secretary:	Vikki Zulpo	
	Treasurer:	Horst Dannehl	
	Registrar:	Cheryl Cavell (regrets)	
	Social Committee Chair(s):	Shelley McDonald	
	ERAO Online Chair:	Rick Chataway	
	House Convenor:	Sue Peter-Weeks	
	Past President:	Horst Dannehl	
	Members at Large:	Margaret Bryan, Stuart Fraser, Vacant, Vacant	
<b>Approval of Agenda</b>	Motion to accept: Shelley, seconded by Sue		Passed
<b>Approval of Previous Minutes</b>	Motion to accept: Vikki, seconded by Rick		Passed
<b>Vice President's report</b>	N/A		
<b>Treasurer's report</b>	<p>Our bank balance is presently \$3,853.89.                      Our GIC is currently at \$3,171.04.                      The bank balance will remain approximately the same after the Christmas luncheon at Algonquin is paid for, as it is self-funded. It was confirmed by Shelley that Algonquin did not require a down payment.</p> <p>Motion to accept report: Horst, seconded by Sue</p>		Passed
<b>Registrar's Report</b>	No report		
<b>ERAO Online Chair's report</b>	<p>1) The website and <a href="mailto:info@erao.ca">info@erao.ca</a> have been working well. Sue has begun to help Stuart in responding to the info emails.</p> <p>2) Rick has been looking after coordinating the Zoom presentations and that is going smoothly. Stuart has been posting the recordings of the Zoom presentations. A question was asked if anyone was watching the recordings afterwards.</p> <p>3) Facebook is active, with approximately 130 subscribed. There are regular users and many casual users, both reading and posting, and it seems to be suiting its purpose.</p> <p>Motion to accept report: Rick, seconded by Margaret</p>		<p>2) Stuart will look to see how many people are viewing the posted presentations and report back at the next meeting.</p> <p>Passed</p>

<b>Social Committee Chair's report</b>	<ul style="list-style-type: none"> <li>• The committee was to have a Zoom meeting on November 28, however only three people were able to attend. Probably a bad time to try and have a meeting since everyone is busy.</li> <li>• With the holidays coming up, and thoughts likely elsewhere, it has been difficult for the Social Committee to come up with ideas for presentations in the new year. However, one has been scheduled for January 2024. The presenter is Janet Mason (no relation to Bill Mason) who will give an environmental talk about the Carp River.</li> <li>• There are also two lunches being planned for the new year. One to be held in January and the other in February. The numbers will be closely watched to see how people respond to this type of social activity.</li> <li>• Regarding the Zoom presentations, they are well advertised by email. It was noted, however, that while many people sign up for them, on the day of the presentation, there is usually only half that number in attendance. It was decided that a reminder of the presentation, along with the link, will be sent a couple of days in advance to those who signed up.</li> </ul> <p>Motion to accept report: Shelley, seconded by Vikki</p>	<p>Rick will send out a reminder with the link about 48 hours prior to a presentation to those who actually signed up.</p> <p>Passed</p>
<b>House Convenor's Report</b>	<ul style="list-style-type: none"> <li>• Sue went to Confederation and completed an inventory of items ERAO owns and keeps in the "clubhouse" room 102. She also took pictures of the room, showing the equipment, for insurance purposes.</li> <li>• She and Chris met there and tried to fix the lock on the 2-drawer filing cabinet, but it could not be fixed. The latch on the drawer does not hold when locked.</li> <li>• A discussion followed regarding our insurance. Do we have theft insurance? If there is a fire, does the Board's insurance cover our property or does ours?</li> <li>• A request for a new iron was made by the Quilters' club. It was purchased, and Horst paid \$28.24 for it.</li> </ul> <p>Motion to accept report: Sue, seconded by Shelley</p>	<p>Sue will send a copy of the list to the executive.</p> <p>At the moment, we will not worry about repairing or replacing.</p> <p>Horst will review the insurance policy to see if it covers theft and/or fire.</p> <p>Passed</p>

<b>Business arising from previous meeting</b>	<p>a) Reaching retirees: Carried over to next meeting.</p> <p>b) Tribute: A presentation will be made at the next AGM.</p>	<p>a) Chris will follow up with the Catholic board. Cheryl will follow up with the public board.</p> <p>b) Chris will follow up. Rick will contact the same person as he used for Jan's tribute for preparing the framed thanks.</p>
<b>New Business</b>	<p>Horst spoke about the possibility of stepping down from his position as Treasurer due to health reasons. He is confident to continue for the near future, but suggested looking for someone who could learn the job from him.</p>	
<b>Next Meeting</b>	<p>February 13, 2024 at 10 am</p>	
<b>Adjournment</b>	<p>10:46 am</p>	