

**Education Retirees Association of Ottawa (ERAO)  
Executive Meeting Minutes  
Via Zoom  
Date: February 7, 2023**

Item	Decision/Action	
<b>Call to Order</b>	10:10 am. The delay was due to a glitch in the Zoom link to the Executive.	
<b>Executive Members Present</b>	President: Chris Borzecki Past President: Horst Dannehl Treasurer: Horst Dannehl Secretary: Vikki Zulpo Social Committee: Shelley McDonald Registrar: Cheryl Cavell House Convenor: Vacant ERAO Online: John Harding/Rick Chataway Members at Large: Margaret Bryan Robin Dunbar Stuart Fraser	
<b>Approval of Agenda</b>	Addition under New Business a) Requests for 3rd party posts on website and/or Facebook b) Who responds to <a href="mailto:info.erao@gmail.com">info.erao@gmail.com</a> ? c) Registering a guest for a zoom presentation d) Political advocacy  Motion to approve Agenda: Margie Bryan. Seconded Cheryl Cavell	
<b>Approval of Previous Minutes</b>	Moved by Vikki Zulpo, seconded by Rick Chataway	
<b>Secretary's Report</b>	No report	
<b>Treasurer's Report</b>	As of Feb. 6, 2023: Chequing account. \$3,147.71 GIC due Apr. 24/23 \$3,254.94 GIC due June 19/23 \$3,081.67  Total funds: \$9,484.32  Horst reported there was a mixup with an e-transfer he made to an incorrect email address (Brian vs Barrie Finlay) for \$50. He has contacted the incorrect recipient to request the return of the \$50, however he claims he has not received it. Although it indicates as removed from our account, it appears to not have been accepted by the incorrect recipient. Interac policy is that a person has one month to deposit funds sent to them via Interac, else they will be returned to the sender. Horst will wait til late February to see if Interac will have returned the \$50 into our account.  Moved to accept by Horst Dannehl, seconded by John Harding	

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<b>Social Committee Report</b>	<p>Shelly reported that her committee is continuing to offer a wide range of topics in the zoom presentations. The numbers who attend vary, but rarely over 20 people. We have two presentations each month until the end of April and then we will move to walks and/or lunches.</p> <p>Rick has started the once a month breakfast gathering to which about 20 people attended.</p> <p>The upcoming presentations include: the Wild Bird Centre, gardening, a lunch at the Rideau club, electric cars and two more authors.</p> <p>Stuart will remove the zoom links for ongoing activities that had been previously posted to our public website. In the future, zoom links will be sent out by each activity's coordinator only to those who choose to register for those advertised events.</p> <p>Motion to accept by Shelley McDonald, seconded by Rick Chataway</p>	<p>Stuart will remove the zoom links for ongoing activities that had been previously posted to our public website. In the future, zoom links will be sent out by each activity's coordinator only to those who choose to register for those advertised events.</p> <p>Passed</p>
<b>ERAO Online Report</b>	<p>John Harding reported that things are progressing smoothly considering we are still in the first year of our new set up. He did suggest that we need to make an appeal to members to notify their friends who may have been members but who have changed their email addresses and not notified us of the change. They will not be receiving information and/or announcements from us.</p> <p>Stuart pointed out that Mail Chimp, in meeting all the legal requirements for mass emails is particularly vigilant in weeding out unused email accounts. Any bounce backs get weeded out, and if you get too many, you are shut down. Stuart reports that our database of members is quite good in that regard, although many of these addresses may not be monitored regularly, if at all.</p> <p>John will post a reminder on the Facebook page that it is a parallel system to our website, and that to participate in the activities, one must use the provided links to apply for membership.</p> <p>There has been a steady although slow increase in members to the Facebook forum.</p> <p>Motion to accept by John Harding, seconded by Vikki Zulpo</p>	<p>Stuart will put a notice "see link at bottom if you need to update your email address" along with a note to ask members to bring this to the attention of others,</p> <p>Passed</p>
<b>Registrar's Report</b>	<p>Cheryl reported that since the beginning of January, there has been 6 new members, but it appears that they were already members and on our database.</p> <p>Once Cheryl receives applications for a new member, she sends the list to Stuart. He updates the database for Mail Chimp and returns the most recent database to Cheryl.</p> <p>Motion to accept by Cheryl Cavell, seconded by Margaret Bryan</p>	<p>Passed</p>
<b>House Convenor Report</b>	<p>N/A</p>	

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<p><b>Business arising from previous meeting</b></p>	<p>a) Constitution update: Draft 6 had been circulated earlier for the executive to review. A few details regarding “quorum” vs. “simple majority + 1” were discussed, and we agreed to use the phrasing of “simple majority” in lieu of “quorum” for the requirement for passing amendments to the constitution. Wording in the Secretary’s duties was also changed .</p> <p>Motion by Chris Borzecki to accept Draft 7 of the Constitution with today’s proposed changes, and to post it on the ERAO website before Feb. 28, 2023 for review by the membership prior to the AGM.</p> <p>Seconded by Shelley McDonald</p> <p>b) Reaching out to new retirees Cheryl contacted Human Resources at the OCDSB to ask whom to contact to get a list of new retirees. She was questioned as to the need for this list. She explained, and was told that the Board could not comply because of privacy issues. Cheryl then requested the name of a contact to whom she could give an ERAO brochure that could then be circulated to new retirees by the Board itself, hence avoiding the privacy issue. She is waiting for a response at this time.</p> <p>c) Tributes Rick explored various ways to acknowledge long time service by members to OPERA/ERAO. He proposed a 4-step thank you: 1) a relatively simple certificate in a frame + 2) Flowers and/or gift certificate for ~\$50. + 3) A donation in their name to a charity of their choice ~\$100. + 4) A write up about the person’s involvement posted to ERAO website Discussion followed, most recognizing that each person would appreciate a different acknowledgement, ie. gift certificate vs cash, plaque vs no plaque, \$50 vs. \$100</p> <p>Motion by Rick Chataway: The recognition of outstanding contributions of a member shall be made at the discretion of the president to a maximum of \$150 per person. Seconded by Horst Dannehl.</p> <p>d) Possible alternatives to membership dues</p>	<p>Passed</p> <p>Cheryl will continue to contact appropriate people at the various boards in Ottawa through their unions with our promotional flyer</p> <p>The President can consult with other members in making this decision. Passed</p> <p>Tabled to the April meeting</p>
<p><b>New Business</b></p>	<p>a) Requests for 3rd party posts on website and/or Facebook Chris reported that we have had requests from 3rd parties to disseminate their promotional info to our membership. The two most recent have been: Snow Moles; a questionnaire by the City of Ottawa to seniors re winter walking Connected Canadians; a group to educate seniors in digital technology The executive agreed</p> <p>A following discussion occurred as to whom shall be responsible to vet these requests before Stuart posts (or doesn’t) to our webpage.</p>	<p>The executive agreed for these to be posted under the “Of Interest” heading on our web page.</p> <p>The executive agreed to have the ERAO online organizers vet requests for 3rd party postings.</p>

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	<p>b) Who responds to <a href="mailto:info.erao@gmail.com">info.erao@gmail.com</a>? Stuart pointed out that there has been some confusion as to whom is responsible for monitoring this account</p> <p>c) Registering a guest for a zoom presentation Margaret was requesting a guideline for registering a non-member.</p> <p>d) Political advocacy</p>	<p>John, Rick and Stuart will sort out who should be doing this.</p> <p>The member shall make the request to invite a guest when registering for themselves, and will give the coordinator the email address of that guest so that they can receive the zoom link.</p> <p>Tabled to the April meeting</p>
<b>Next Meeting</b>	April 11th, 2023 at 1 pm, via Zoom	
<b>Adjournment</b>	Motion to adjourn at 12:07 by Vikki Zulpo, seconded by Margaret Bryan	Passed