

**Education Retirees Association of Ottawa
Executive Meeting Minutes
via Zoom
Date: October 10, 2023**

Item		Decision/Action
Call to Order	10:02	
Executive Members Present	President: Chris Borzecki Vice President: Vacant Secretary: Vikki Zulpo Treasurer: Horst Dannehl Registrar: Cheryl Cavell 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	
Approval of Agenda	Prior to starting the meeting, Margaret Bryan welcomed a new member to the executive, Sue Peter-Weeks. Move to accept agenda: Sue Peter-Weeks, seconded Rick Chataway	Passed
Approval of Previous Minutes	Chris noted a spelling error of Cheryl's name in the August minutes. Move to accept minutes: Rick Chataway seconded Shelley McDonald	Vikki will make correction and have Stuart re-post Passed
Vice President's report	N/A	
Secretary's Report	N/A	
Treasurer's report	Horst reported that he and Chris reviewed the books. As of October 10/23 the chequing account has \$3,985.60 The GIC is at \$3,171.04 and comes due in June of 2024. Move to accept the Treasurer's report: Horst Dannehl, seconded by Vikki Zulpo	Passed
Registrar's report	N/A	
ERAO Online Chair's report	1. Website & info@erao.ca: Rick reported that John Harding suggested when the next mass email is sent out, a reminder of our ongoing clubs and Facebook presence be mentioned as well.	Shelley will write a brief paragraph summarizing activities to give to Stuart to add to the next mass email

<p>ERAO Online Chair's report</p>	<p>There has been ongoing confusion as to whom should be monitoring info@erao.ca. Stuart has noticed that requests for info have sometimes not been answered. After a thorough discussion, it was decided that 3 members would be given access to the address.</p> <p>Stuart reported that we had been cut off by Mail Chimp for sending too many mass emails using their free account. He has switched us to Mailer Lite and to date, it has been working well.</p> <p>In April of 2022, we had 434 subscribers (members)</p> <p>As of Oct. 10, 2023 we have 449 subscribers, so not too much of an increase. We have not, however, had anyone "unsubscribe", and we have had no bounces. 35 have never opened their email, so in fact, we have 414 active members. Stuart asked if these 35 should be put in abeyance or dropped completely.</p> <p>2. Zoom presentations and recordings: Chris reported that he and Rick have been monitoring the Zoom presentation requests, and have added the phrase, "We may not respond to your email right away. There may be a 24 hour turn-around before you receive a response. Thank you for your understanding." This will allow them elbow room to record names and numbers of those wishing to attend.</p> <p>Discussion followed regarding the recording of Zoom presentations and the security of those recordings on our webpage.</p> <p>Motion by Chris Borzecki: Zoom presentations will be recorded only if the presenter agrees, and posted to our website behind a firewall which requires a password. The password will be sent to all members in a mass email, and the recording will be available for one month following posting.</p> <p>Moved by Rick Chataway, seconded by Sue Peter-Weeks</p> <p>3. Facebook:</p> <p>Rick reported that John Harding noted that there was a slight uptick in Facebook activity and that it is running smoothly.</p> <p>Move to accept report: Rick Chataway, seconded by Vikki Zulpo</p>	<p>Sue Peter-Weeks, Rick Chataway and Stuart Fraser will monitor the address, and Shelley will help with providing answers when necessary</p> <p>Stuart will send the names of those 35 to the executive, who in turn will attempt to contact them</p> <p>Rick, Chris and Stuart will discuss the mechanics of getting the large Mp4 files from their computers to Stuart for posting.</p> <p>Passed</p> <p>Passed</p>
<p>Social Committee Chair's report</p>	<p>Shelley reported: The year started with a very successful To Hell With the Bell breakfast. We had 54 people attend the Ale Restaurant at Amberwood Golf Course, a really lovely venue.</p> <p>We have had members travelling and the weather has been so good that we haven't rushed to get the other events started.</p> <p>Upcoming: Nancy will lead a walk in Burritts Rapids. We also have a pot luck lunch, a doctoral student will speak about her work on bees, and there will be a presentation on climate change in the Arctic.</p>	

Social Committee Chair's report	<p>The Christmas lunch is booked back at Algonquin on December 14. The Ale Restaurant wanted about \$70 a person, which we felt was very high. Algonquin will do three courses for \$40 and I do have a written confirmation!</p> <p>Move to accept report: Shelley McDonald, seconded by Vikki Zulpo</p>	Passed
House Convenor's Report	<p>At this time, we do still not have a House Convenor so there is no formal report. Chris noted , however, when he was in the "clubhouse" for the Camera Club meeting that a filing cabinet drawer appeared damaged but that otherwise, all seemed to be in order. Vikki reported that the drawer with the file of all the past minutes was in order, and that the red file folder with all the info regarding the TV security cables was still accessible in the wooden upright cabinet. It was noted that the renumbering of the rooms at Confederation now makes our room # 102.</p> <p>Sue Peter-Weeks volunteered to become our House Convenor. Thank you Sue for filling this position!</p>	When Sue checks out room 102 for the first time, Chris will join her.
Business arising from previous meeting	<ul style="list-style-type: none"> a) Reaching out to new retirees: Chris reported that he has not heard back from his contact at the Catholic School Board. Cheryl sent no report of her efforts with the Public board's HR department or the various bargaining units. b) Tribute: Recognition of Jan Hynes contribution was made at the To Hell with the Bell breakfast, and a \$50 donation was made in her name to the Heart Institute. Discussion followed on who would be the next person to be honoured. c) Who responds to info@erao.ca: See above in the Online Chair Report d) Registering a guest for a zoom presentation: this topic was overlooked, however it was discussed in an earlier meeting, and it was decided to allow guests to be registered by the member passing on the guest's email address to the coordinator. 	
New Business	Retention of Minutes: Paper copies will continue to be produced and filed in the filing cabinet of Room 102 at Confederation	Vikki has filed all executive and AGM minutes taken during the Covid period in the clubhouse filing cabinet and will continue to do so periodically.
Next Meeting	Tuesday December 12 @ 10 AM via Zoom	
Adjournment	11:23 AM	