Education Retirees Association of Ottawa (ERAO) Executive Meeting Via Zoom Minutes Date: Tuesday October 4th, 2022. 10 am

Item		Decision/Ac- tion
Call to Order	10:04 AM	
Executive Mem- bers Present	President:Chris BorzeckiPast President:Horst DannehlTreasurer:Horst DannehlSecretary:Vikki ZulpoSocial Committee:Shelley McDonaldRegistrar:Cheryl Cavell, regretsHouse Convenor:VacantERAO Online:John Harding/Rick ChatawayMembers at Large:Stuart FraserMargaret Bryan, regretsRobyn Dunbar, regrets	
Approval of Agenda	Add under new business, addition of "updating website" Shelley McDonald, seconded by Vikki Zulpo	Passed
Approval of Pre- vious Meeting's Minutes	The minutes of August 9, 2022 were read. Motion to approve by Vikki Zulpo Seconded by Rick Chataway	Passed
Secretary's Re- port	No report	
Treasurer's Report	As of Oct. 3/22, our account balance is \$3,703.60 Our term deposits are \$3254.94 and \$3,081.67 For the "To Hell with the Bell" breakfast, \$552 came in via e- transfers, while \$572 came via cheques. The payment to Cedarhill was \$943.33, for a profit of \$180.68 \$60.03 was paid to Shelley for various expenses incurred by the Social Committee, including photocopying and mailing of the last Heritage newsletter. Horst is having difficulty depositing e-transfers directly to ERAO's account, so receives them in his personal account and then transfers to our account. Likewise there is difficulty paying out of the ERAO account by e-transfer and so Horst paid the \$50 honorarium to lan McKercher from his personal account, and will transfer that same amount back to himself. The difficulties appear to stem from the fact that our ERAO account doesn't have an email address attached to it to al- low for direct deposits via e-transferring. Horst also arranged and purchased the insurance policy for ERAO. The total cost was \$1,367.28. Report moved by Horst Dannehl, seconded by Shelley Mc- Donald	Passed

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Social Commit- tee Report	Overall the Social Committee is pleased with the events so far. The breakfast was excellent with 48 people registered. The Ashton Pub had about 16 people. Only two people registered for the Ottawa River boat cruise, so it was cancelled. The River walk and lunch already has 19 people attending. The test will be the Christmas lunch at \$40 along with the fact that there is a limit of 40 people, which pushes people to make up their minds quickly. We will move to zoom presentations for the winter and just watch what the Covid virus does. We are hoping by Spring that we can go back to actual visits – touring museums or galleries. Moved by Shelley McDonald. Seconded by Vikki Zulpo	Passed
ERAO Online Report	John Harding reported that most is working well. A few hic- cups with Facebook posting, some have been solved, others have not as yet. Rick Chataway and John have coordinated to share hosting of Zoom events. Stuart Fraser reports that Mail Chimp is working well, as indicated by good attendance to events since we began its use. Reporting by Mail Chimp indicates most of our members open the emails that are sent.	
Registrar's Re- port	No report by Cheryl Cavell, however she had relayed to Chris Borzecki that she has resolved her previous problems in accessing the registration forms, and Stuart reported he has been receiving new members' name from her. Those new members are being sent a Welcome to ERAO letter to confirm their membership is registered. At present, there are 446 members.	
House Convenor Report	N/A	
Business arising from previous meeting	 a) Constitution Update: Chris, Cheryl and Shelley met Oct. 3 and note that there will be no significant changes to the constitution. Most changes will be minor wording, how- ever there was discussion and sharing of ideas for them with regards to the Communication Manager's role. We now probably need specific people for newer roles such as a Facebook Administrator, a Mail Chimp administrator, a Webmaster, and possibly a Zoom host which may be rolled into a committee under the auspices of a manager. Reference to Heritage members will be removed. The last letter was sent out recently by Shelley to the last dozen members. The Constitution committee will continue to meet and report at next meeting. 	

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	b) Reaching out to New Retirees : As discussed at our previous executive meeting, we weren't sure the public board had actually notified the new retirees of our organization.	Chris will contact Cheryl and ask her to make contact with the public school board so that going forward we can be assured that retirees are being notified of ERAO
Business arising from previous meeting	 c) Executive contact list has been updated by Vikki. d) Updating executive members list on website: The list of the 2022-23 executive has been updated on the website by Stuart. e) Insurance: As indicated in the treasurer's report this has been purchased again by Horst Dannehl for ERAO as the clubhouse at Confederation is being used again, and we are having some additional in-person activities. It is a commercial liability plan. The policy is from Intact Insurance and the broker is Rozon. It is effective from Sept. 9/22 for one year. The insurance coverage is \$1,367.28 and is less than our previous insurance plan. 	
New Business	Tributes : Discussion about how we've a number of mem- bers who have given considerable time and energy to the benefit of all in ERAO, and that acknowledgement of that should be forthcoming in some manner. Discussion followed as to what form that tribute should take.	Rick will investi- gate what might be appropriate as a tribute and will re- port at our next executive meeting.
	Updating of Website : Stuart has taken on the job of creating the advertisements for our activities as he has the capability to make them in the appropriate format for posting to the website and to the Mail Chimp emails.	Shelley thanked him on our behalf for taking on this role.
Next Meeting	December 6th, 10 AM. Via Zoom	
Adjournment	Motion to adjourn by Rick Chataway	11:24 am