

**Education Retirees Association of Ottawa
Executive Meeting Minutes
via Zoom
Date: October 8, 2024**

Item		Decision/Action
Call to Order	10:00 AM	
Executive Members Present	President: Chris Borzecki Vice President: Vacant Secretary: Vikki Zulpo Treasurer: Sue Peter-Weeks Registrar: Vacant Social Committee: Shelley McDonald ERAO Online Chair: Rick Chataway House Convenor: Sue Peter-Weeks Past President: Horst Dannehl. Regrets Members at Large: Margaret Bryan Stuart Fraser Regrets Ron Conboy	
Approval of Agenda	Move to approve by Rick Chataway. Seconded by Ron Conboy	Passed
Approval of Previous Minutes	Move to approve by Vikki Zulpo.. Seconded by Shelley McDonald	Passed
Vice President's report	N/A	
Secretary's Report	None	
Treasurer's Report	The account balance as of September 30, 2024 is \$1,621.02 The GIC Balance as of September 30, 2024 is \$3,317.31 Note: Our insurance was renewed at the rate of \$1,485 as of Sept. 9, 2024 Move to accept by Sue Peter-Weeks. Seconded by Vikki Zulpo	Passed
Registrar's Report	In light of not having a registrar, Stuart passed on the following information: Jan's ERAO Ottawa Registration form https://docs.google.com/forms/d/e/1FAIpQLSe6sDJCQTJhL1xm-TXuQgJHdmTnRrcKS2CxbgEOWrutnUMU4w/viewform) has yielded 33 applicants who were approved for full membership between January, 2024 and now.	

<p>ERAO Online Chair's report</p>	<p>The following report was submitted by Stuart Fraser:</p> <p>1. Website and info@erao.ca: In conjunction with regular mass emails and the private Facebook account, the ERAO website continues to be a pivotal communication tool. Ads for events are posted regularly on the website in conjunction with mass mass emails and Facebook posts. ERAO has a Zoom account that is used for regular virtual Executive meetings and to host guest speakers,</p> <p>Mailerlite stats indicate that of the 494 subscribers who signed up in total, 21 members have unsubscribed and 8 email addresses have bounced, leaving 465 ACTIVE SUBSCRIBERS at this time. After all adjustments, we have gained only 12 members so far this year. No reason is given for those who unsubscribed. Bounced emails are those that Mailerlite deems to be no longer active or legitimate, and so are removed automatically. Bulk email marketing services such as Mailerlite have little tolerance for bounced emails. Too many bounces can result in an account suspension. I'm not sure what we can do about this.</p> <p>Active Subscribers, October, 2024 (465) Unsubscribed (21) Bounced (8) All (494)</p> <p>MAILERLITE SUBSCRIBER HISTORY</p> <ul style="list-style-type: none"> • 465 subscribers - October, 2024 • 465 subscribers - June, 2024 • 464 subscribers - April, 2024 • 457 subscribers - March, 2024 • 453 subscribers - February, 2024 • 434 subscribers - April, 2022 <p>In conjunction with regular mass emails and the private Facebook account, the ERAO website continues to be a pivotal communication tool. Ads for events are posted regularly on the website in conjunction with mass mass emails and Facebook posts.</p> <p>Nb. Discussion followed and the consensus was that we would tell Stuart to remove the email addresses of those that "bounced" .</p>	<p>Vikki will pass this info to Stuart.</p>
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	<p>2. Zoom presentations and recordings: ERAO has a Zoom account that is used for regular virtual Executive meetings and to host guest speakers. This season is just getting underway, and to date, they are going well.</p> <p>3. Facebook: Rick checked with John Harding who is our Facebook Administrator. He reported that there were 10 new members on Facebook in September, bringing the total of signed up Facebook users to 198, although not many of those use it regularly. Discussion followed regarding its usefulness, and the executive believes that Facebook group is meeting our expectations as a secondary means of communication for our members. It was noted that you could private message within our Facebook group.</p> <p>Move to approve by Rick Chataway. Seconded by Margaret Bryan.</p>	Passed
<p>Social Committee Chair's report</p>	<p>The Social committee researched and discussed various options for the Christmas lunch. In the end we were left with Algonquin College Hotels, golf courses and other restaurants were too expensive or just didn't have what we were looking for.</p> <p>We have two events for October - a zoom presentation on Amelia Earhart and a tour of the Sun tech Greenhouses.</p> <p>In November we will be back at the Ale Restaurant for a breakfast and a speaker. Gary Smith was a diplomat and ambassador and played a key role in the 1972 Canada Russia hockey series.</p> <p>The committee will be meeting again soon to plan more events.</p> <p>Move to accept by Shelley McDonald. Seconded by Vikki Zulpo</p>	Passed

<p>House Convenor's Report</p>	<p>Clean up of Room 102 has started. Sue met with the leaders of the Quilting Club and Camera Club to get a sense of how they use the space, what they are using, etc. (Note that Sue is now leading the Book Club so she has an understanding of how this club uses the space.) The following items are not being used and we need to decide if we want to keep them or if we want to donate them:</p> <ol style="list-style-type: none"> 1. Two projectors, a TV, and a TV Stand. 2. Three coat racks. Typically people put their coats over the back of their chairs so the coat racks are rarely used. 3. Dishes (many!), glasses, wine glasses, salt and pepper shakers (many!) 4. Coffee urns (two) 5. Microwave and refrigerator 6. Seasonal decorations and linens <p>The group decided that the dishes could be donated, and that the old tv and stand and 1 or 2 coat racks could be removed. The custodian would take them away. The paper covering the bulletin boards must be removed as it is a fire hazard.</p> <p>Move to accept by Sue Peter-Weeks. Seconded by Shelley</p>	<p>Sue will arrange for the dishes and other kitchen ware to get donated .</p> <p>Passed</p>
<p>Business arising from previous meeting</p>	<ol style="list-style-type: none"> a) Reaching out to new retirees: Sue made contact with the General Manager - Employee Services at the OCDSB who confirmed that they are still providing information about the ERAO in their retirement booklet, however, it was discovered that the link to our website was incorrect. A correction has been made and the document has been updated to include the correct link. Margaret was unable to connect with her contact within OECTA at this time. b) Tribute: Chris is working on this. c) ERAO Online business continuity plan will be worked on by Chris in the upcoming year. d) Participation at ERAO events (annual insurance): the insurance broker has confirmed that our insurance policy covers activities held at locations other than in Room 102 at Confederation. 	<p>Margaret will try to reach her OECTA contact again.</p>

New Business	<p>a) Posting of Minutes of Executive meetings online: Motion: Move that we will stop posting the minutes of the Executive meetings to our website, as well as remove all previous minutes that are presently on the site. The posting of the annual AGM minutes will continue.</p> <p>Move to accept the motion: Sue Peter-Weeks. Seconded by Vikki Zulpo</p> <p>b) Room 102 and Community Use of Schools requirements: Chris reported that we are now required to have a permit for each of our ongoing clubs (Quilters, Camera, Book) . Our certificate of insurance was shown, and Chris completed the applications for the permits, at both a frustrating and great time expense on his part. The permits are now in place. The executive thanked Chris for his diligence in this matter!</p>	<p>Vikki will liase with Stuart to remove previous minutes.</p> <p>Passed</p>
Next Meeting	December 10, 2024 @ 10:00 AM	
Adjournment	11:07 AM	