



**Joe Rich Society
Board of Directors Meeting
May 20, 2024
7:00 to 8:30pm
Joe Rich Community Hall**

Minutes

Attendance: Nancy Baillie, Christine LeGuilloux, Amanda Unsworth, Lorry Bergman, Joanna Artiss, Sarah Dougan, Courtney Eyre, Cindy Smith, Tracey De Melo

Regrets: G. Sirett

Confirmation of Quorum: 9 in attendance

Call to Order

Approval of Minutes: Directors Meeting April 24, 2024

Motion to approve minutes as distributed: L. Bergman

Second: C. Smith

No errors/omissions/no discussion.

Motion Passed (unanimous)

Old Business

- Update on laptop – T. White. Laptop and case have been ordered from Lenovo. Estimated delivery is May 28, 2024. Will need Microsoft Office.
Action – explore option through TechSoup
- Google Workspace: S. Dougan. Set up (no cost). Access to individual emails @joerichsociety. Extra security. Includes Google Drive with 1TB cloud storage. Can limit access to drives.
Motion to move forward with using Google Workspace as the society's new platform:
J. Artiss
Second: C. LeGuilloux
Discussion: email options, access/permissions, how to use, President/Vice
President/Secretary to have access overall. Motion Passed (unanimous)
Action: S. Dougan to set up director emails
- Website: S. Dougan Present website uses 'Weebly'. Not the most user friendly.
Motion to create a new website: C. LeGuilloux Second: A. Unsworth
Discussion: platform, using all present website content, tabs to make access easier.
Motion Passed (unanimous)
Action: board to work together on content. New website, once created, will be attached to present domain.
- Email Access: S. Dougan. Individual society emails under Google Workspace. Present email will be maintained as it is part of society record.
- Survey to Members: S. Dougan. Review of compilation of suggestions for survey.
- Hall Rentals Update: C. Smith regarding wedding/hall rental and rules around use. Wedding party and RDCO in direct contact. Several issues have arisen due to misinformation. Corrected information has been shared.

RDCO park), no blocking of back door on parking lot side as is an egress. Moving forward RDCO and Society are now both aware of and consistent with following regulations and bylaws.

- Communications amongst directors: use of messenger. Working group meetings are not considered a regular director meeting. Not obligated to attend. Information re: working groups to go out through Messenger/group chat. Committee meetings/working group take notes (vs minutes) and report back at meetings.
- Deep Clean: C. LeGuilloux. Email received re: 'deep clean' including stripping/refinishing floor. Quote received for \$1400.00. In the past, partnered with RDCO for the bigger clean. Discussion.
- Operating Agreement with RDCO ends in December 2024. RDCO will begin discussions July 2024.
- Records: discussion about maintaining historical documents. Destruction of outdated records – could RDCO shred?
- Tabled to next meeting:
 - Markets
 - Weddings
 - Deep Cleaning
- Next Society General Meeting to be set for July 2024. Date to be confirmed.
- Next BOD meeting date to be confirmed.

Adjournment