



**Joe Rich Society
Board of Directors Meeting
September 11, 2024
7:00 to 8:30pm
Joe Rich Community Hall**

Minutes

Attendance: N. Baillie, C. LeGuilloux, G. Sirett, A. Unsworth, S. Dugan, C. Eyre, T. White
Regrets: J. Artiss, L. Bergman, C. Smith

Confirmation of Quorum: 7 in attendance

Call to Order

President's Report: N. Baillie

Positive feedback from community members. Thank you cards received for 'Back to School' event. Thank you to C. LeGuilloux and C. Smith.

Approval of BOD Meeting May 20, 2024 Minutes

N. Baillie called for errors/omissions. No discussion, minutes declared approved as presented.

Reports

- **Treasurer's Report:** G. Sirett
Review of financials up to end of August 2024. This will be the last year receiving accrued funds from RDCO.
- **Secretary's Report:** Correspondence – T. White
Report of received communication. Email update from Gorman Bros. to be forwarded to community members/Facebook.

Old Business

- **Status of records and transitions**
T. White reported receipt of minutes and RDCO reports.
- **Volunteers**
People want to help. N. Baillie reports CRC not needed as volunteers are supervised and will not be working with children. No event/program will have children present without their parent. Program Instructors/Facilitators will need CRC. Food Safe is not needed by volunteers as it is not a commercial establishment. Volunteers will not be in charge of food/event or unsupervised. Mom and tot/preschooler group proposed by community member. Will need CRC. N. Baillie to facilitate first few sessions. Have asked for a small budget for supplies. Supplies upstairs are available. Volunteer forms presented. Feedback needed. Have current list of those willing to volunteer. T. White to add in contact information. Facebook post call for volunteers (S. Dugan). Email those already on list to acknowledge (T. White). N. Baillie will contact volunteers as needed for events.

- Markets/Christmas Market
Vendors want to do October market. N. Baillie will facilitate September market and provide lunch to vendors. Christmas market changed to November 30, 2024 so as not to conflict with Merry in the Mountain Event. S. Dougan added to calendar.
Christmas Event Dec. 14, 2024, 5:00-7:00pm suggested.
Discussion regarding market attendance, scheduling, combining with events.
- Google Workspace – S. Dougan
S. Dougan to set time for further orientations. Once orientations completed, board to switch to using JRS emails for communications.

New Business

- Custodian's Resignation
Resignation received. Job posting needed. T. White to send past job posting to S. Dougan for creation of present posting. Provided previous custodian job description, RDCO schedule, orientation. C. LeGuilloux custodian coordinator.
- Purchase of round tables for 6 people: N. Baillie would like to see round tables for events/programs as more socially friendly. Can be stored in C-can. C. LeGuilloux suggested foldable picnic tables for events that are able to spread outdoors. N. Baillie to contact RDCO regarding buying tables.
- Work Party: may need multiple dates. Inventory, reorganization of kitchen equipment/items, craft items, clean up of upstairs, review of files, equipment etc. Dates to be determined.
- Financial assistance for programs: Discussion. Does RDCO have a model for financial assistance? Further discussion needed. Case by case basis if approached.
- Program refund policy: on a case by case basis. Treasurer will require an email to issue refund with amount and recipient email address.
- Mileage for Society business: BOD are able to apply for mileage for travel related to society business/needs. CRA travel amount is currently \$0.70/km. JRS to follow CRA value. Expense form will need to be completed with mileage and reason.
- Movie Night – C. LeGuilloux
October 4, 2024 at 6:30pm. Popcorn/snacks/drinks. Suggested Jumanji as per member discussion. S. Dougan to do social media post.
- Halloween Event: C. LeGuilloux. October 27, 2024 afternoon event 3:00pm – 5:00pm suggested. Movie (family friendly suggestion – Hotel Transylvania). Suggestions pizza and drinks, treat bags.
- Next Meeting: consider direction forward as a board

Adjournment