

# **BONSOR 55+ Society**

## **Board of directors meeting**

### **June 16, 2023**

#### **In Attendance:**

Ernie Kashima, President	Brian Pound, Vice-President	Eugene Hamel, Treasurer
Albert Kam, Director	Karuna Nalliah, Director	Pat Couch, Director
Kelli Tibbles, Staff	Ashley James, Staff	

#### **Regrets:**

Louise Kowalenko, Secretary Elizabeth Revoczi, Director Mary Horton, Director  
Brenda Felker, Director

There were 6 directors in attendance. Therefore, the quorum requirement was met and the meeting was declared able to proceed.

Ernie Kashima called the meeting to order at 10:07 and began with a land acknowledgement

1. Introduction of guests – there were no guests in attendance
2. June 16, 2023 Agenda – Amendments and Approval
  - a. ADD
    - i. 5. Correspondence to be read by Ernie
    - ii. 10d. Key for kitchen

**Motion** by Brian Pound. Second by Karuna Nalliah. **Motion Carried.**

3. Minutes of previous May, 12, 2023 - Amendments and Approval

**Motion** by Karuna Nalliah. Second by Eugene Hamel. **Motion Carried.**

4. Business arising from previous minutes
  - a. Criminal Records Check – the issue of whether or not board members were required to get a criminal record check to serve as board member of Bonsor 55+ Society had been raised at the May meeting. Kelli Tibbles consulted with the City, and reported back that all members of the Society Board are required to get a criminal record check done through the RCMP and the City of Burnaby HR Department. This requirement will be honored by the Bonsor 55+ Society Board of Director's.

- i. It was also clarified that any member serving on a group executive who handles money on behalf of the group is required to get a criminal record check. This includes anyone collecting, counting, or handling money, and anyone who has signing authority on any bank accounts held by the group.
5. Correspondence – Ernie Kashima read a wonderful note from one of our members thanking Mary Horton for inviting her to the volunteer lunch.
6. President’s Report – Ernie Kashima thanked everyone for their involvement in the recent group leaders meeting and in the revising of the Group Leaders Manual.
7. Treasurer’s Report
  - a. May Financials - Eugene Hamel presented the May financial report. Directors asked for certain line items to be expanded in the next report to provide more accurate detail. It was noted that some groups simply put cash in an envelope without much information as to what the cash is from etc. A form will be developed to provide the treasurer with basic information about the cash received in order to accurately enter the data into the financial statement. It was also noted that expenses for both Social and Ballroom dances should be noted in the Group Operations and that the purchase amount for Karaoke’s new machine should be listed in the Capital Expenses column.
  - b. Sample Form C – Eugene Hamel presented samples of the BONSOR 55+ SOCIETY – GROUP SEMI-ANNUAL FINANCIAL REPORT – FORM C. These will be sent out to all Group Leaders to be shared with their treasurers for consistent reporting.
  - c. Investments – the Society had a \$70,000 term deposit mature on June 12, 2023. This will be combined with \$30,000 from the savings account to purchase a \$100,000 six-month term deposit. This is money that had previously been invested for the purchase of a new bus.
8. City Centre Staff Report – Kellie Tibbles presented on behalf of City Staff
  - a. White Linen Table Clothes – all groups are reminded that the Badminton group has 24 white linen table clothes that groups may request use of from the Badminton executive for their events. HOWEVER, if you use them, the group using them is responsible for their cleaning. If you choose to have the City launder them, it costs approximately \$7 per table cloth, which the user group is responsible to pay. Groups need to make sure they include this in their budget for the event. Groups can also choose to launder them themselves, or purchase plastic table clothes on their own.
  - b. Photocopying – many groups are still expecting City staff to do last minute photocopying for them. All groups are reminded that any photocopying you want done must be submitted one week ahead of time and the Society has a volunteer who comes in on Wednesday or Thursday, dependent on her schedule, who will do photocopying for your group. If you need something last minute, staff will let you in to the Society office and instructions are posted on the wall

above the photocopier on how to use it. If you need a lesson to operate the photocopier, it is imperative you to arrange a time for the volunteer to show you. It is not City staff's role to show you. Effective immediately, all requests for last-minute photocopying will be denied by the City staff.

- c. Some groups are entering their program space before the allotted time stated on their contract. This is becoming a recurring problem with certain members or groups entering their program space early in order to set-up or practise. If you are unsure of what time you are allowed in your space please refer to the contract. NO members or groups should be entering their program space before the time stated on their contract.
- d. Blinds – all groups are reminded that it is very important to use the pull strings attached to the blinds to raise and lower them. Some members are grabbing the blind by the bottom and pulling on it to lower or raise the blind. This action ruins the pulley mechanism, and a number of blinds have had to be replaced lately as a result.
- e. Membership checks are ongoing for all groups at the present time
- f. A reminder that the BSW is to be treated with respect at all times. If you have a spill or other accident you need help with, the BSW may not always be able to deal with it immediately, as they have many other tasks to complete such as room set-up etc. You may have to deal with the spill yourself.
- g. Ashley James reported that in the present climate change is a constant as far as staffing is concerned. We can expect this to continue into the near future due to staff movement and staff shortages.

Albert Lam offered his appreciation for the staff for how well they all support and work with the Society.

9. Group Reports – Ernie Kashima read out reports from Snooker, Open Arts Group, Badminton, and the Bus committee, as these were the only reports submitted. Board of Directors are reminded to send in reports for each of your groups one week before the Board meeting.
10. New Business
  - a. Group Leaders Meeting – feedback was positive from the meeting
  - b. Lounge Game Playing – after much discussion and much dissatisfaction expressed to board members and City staff by membership, it was moved that ALL GAMES would be banned from the Lounge area beginning July 1. This was not a decision that was reached at lightly. Board members have experienced, and have heard from many members, about the extreme noise caused by certain game playing, and how hard it is to have a conversation in the lounge while these games are being played. As our membership continues to grow the lounge area has become busier and often people cannot find a table, or a seat, because many are occupied by members playing games. As a result, the Bonsor 55+

Society Board of Directors voted unanimously to ban all game playing in the lounge effective July 1. Signage will be posted in the lounge ahead of time and Ernie Kashima will write a letter to be handed to any member who has questions about this decision. It must be stressed, this is a Bonsor Society decision, and not a City Staff decision, so all inquiries should be directed to the Bonsor email [bonsorsenior@gmail.com](mailto:bonsorsenior@gmail.com) .

**Motion** by Ernie Kashima. Seconded Brian Pound. **Motion Carried Unanimously.**

10. Key for Kitchen – a request was made by the dance groups for a key for the kitchen to access this area early on dance days. Request was turned down as all groups must only access their space during the time allotted on their contracts.
11. Dates to remember – reminder there is no Board of Directors meeting in July. Next meeting will be August 11, 10:00am.
12. Good and Welfare – none.
13. Move to Adjourn, Moved by Albert Lam. Seconded Brian Pound. Carried.

Meeting adjourned at 12:00pm.