

MINUTES OF THE CCRA BOARD MEETING

STUDENT CENTRE BOARDROOM, PROGRESS CAMPUS, CENTENNIAL COLLEGE

Monday, January 20, 2020

 10:30 am - 1:30 pm

**PRESENT:**

Ellen Bull President

Marilyn Scott Vice President

Chuck Baker Membership Director

Luzia Bidwell Director

Pat Lee Director

Pat Brown Director

Anne Longman Director

Valerie Smith Director

Stephanie Carrillo College Resource

Michael Gauthier Guest

**REGRETS**:

Eva Zehethofer Director

Fiona Gosh-Bedlington College Resource

Dana Gour College Resource

**1.0 WELCOME**

E. Bull called the meeting to order and welcomed guest, Michael Gauthier.

**2.0 REVIEW AND ACCEPTANCE OF JANUARY 2020 BOARD MEETING AGENDA**

Motioned by: Marilyn Scott

Seconded by: Valerie Smith

Moved: All in Favour

**3.0 REVIEW AND ACCEPTANCE OF NOVEMBER BOARD MEETING MINUTES**

The November 5, 2019 Minutes were reviewed and accepted with the following revisions:

Page 3: Under membership report section - notice about the holiday luncheon will be emailed to the members (remove reference to email accounts); nota that Canada Post mailers by accommodation only – new members will be notified of this.

Motion to accept minutes with above changes:

Motioned by: Anne Longman

Seconded by: Valerie Smith

Moved: All in Favour

ACTION: Stephanie to send final version of document to Luzia for website posting.

1. **BUSINESS ARISING**
2. **Review of draft changes to *Director’s Roles* document**
* The document was reviewed
* ACTION: Ellen to include page numbers in document
* ACTION: Chuck to reword section regarding membership renewal and send to Ellen for revision
1. **2019 Holiday Lunch**
* Event report shared and reviewed

 **5.0 DIRECTOR’S REPORTS**

1. **Treasurer’s Report – Presented by Ellen Bull**
* ACTION: Ellen will soon send last year’s financial report to Ing Sutanto along with binder of receipts etc.; this action is typically done in the Summer but it will be done sooner this year to align with the desire to host the CCRA AGM earlier in the calendar year
* The Board is in strong financial standing
* The College’s new president seems very supportive of the CCRA and with the continuation of College’s financial support year to year
* For consideration: Does the Board want to continue sponsoring the Child Care Centre? etc.; Ellen notes that the Board should try to keep its philanthropy efforts aligned with Centennial’s initiatives
* Ellen suggests move of funds (determined amount discussed) to a term account for one year

Motion to move funds to a term account for a one year trial:

Motioned by: Valerie Smith

Seconded by: Luzia Bidwell

Moved: All in Favour

1. **Membership Report – Led by Pat Brown**
* 70 memberships for the 2020 calendar year have been paid
* All other (non-paid) members will receive a renewal notice in January, perhaps sent in conjunction with a save the date event notice
* ACTION: Pat Brown will connect with Luzia so that the above notice can be mirrored on website
1. **Events Discussion – Group Discussion**
* The AGM will now precede the Spring Luncheon agenda; so the Event Center booking should be from 10am until 2pm; coffee/tea and muffins should be served during AGM component
* The Board discussed suggestions for event speakers; Pat Lee will look into an expert on the matter of ‘downsizing’ for possible future participation
* Suggestion for Spring Luncheon speaker: Wendy Lund; ACTION: Ellen will reach out to Wendy
1. **Webmaster**
* The CCRA website will not include an In Memorium section; members will be encouraged to post such notices via Facebook
* ACTION: Stephanie to send Holiday Luncheon photos to Luzia for posting on website

**6.0 NEW BUSINESS**

1. **Financial Report and Budget**
* See section 5.a above
1. **Calendar dates/future events for 2020**
* CCRA Board meeting dates – March 9, April 20, May 11, June 8, September 14, October 19, November 9
* There will be no February meeting
* Luncheon dates – May 13, October 21, December 9
1. **New CCRA Board member!**
* Michael Gauthier has joined the Board

 **NEXT MEETING DATE**

March 9, 2020

**MOTION TO ADJOURN MEETING**

Motioned by: Anne Longman

Seconded by: Pat Brown

Moved: All in Favour