

MINUTES OF THE CCRA BOARD MEETING

 ZOOM Conference Call

 Monday, November 9, 2020

 10:30 am - 12:00 pm

**PRESENT:**

Ellen Bull President

Marilyn Scott Vice President

Chuck Baker Director

Luzia Bidwell Director (Web)

Pat Brown Director (Membership)
Michael Gauthier Director

Pat Lee Director (Events)

Anne Longman Director
Valerie Smith Director
Eva Zehethofer Director (Telecommunications)
Stephanie Carrillo College Resource (Minute Taker)

Dana Gour College Resource

**REGRETS**:

Fiona Gosh-Bedlington College Resource

Emma Dunk College Resource

**1.0 WELCOME**

Ellen called the meeting to order at 10:30am.

**2.0 REVIEW AND ACCEPTANCE OF NOVEMBER 9, 2020 BOARD MEETING AGENDA**

 *Motioned by: Chuck Baker*

*Seconded by: Pat Lee*

*Moved: All in Favour*

**3.0 REVIEW AND ACCEPTANCE OF OCTOBER 19/20 BOARD MEETING MINUTES**

The October 19, 2020 Meeting Minutes were reviewed and accepted with the change that Michael Gauthier and Valerie Smith be listed under regrets as they were not able to attend.

*Motioned by: Anne Longman*

*Seconded by: Luzia Bidwell*

*Moved: All in Favour*

1. **BUSINESS ARISING**
2. **Fall Newsletter**
* Recommendation from Board members that we send something out to membership so that we stay connected
* Will speak to these items: Wellness Wednesday information and that it is added to the CCRA website each week, that the Board will not collect dues for 2021, and that our Holiday Virtual Meeting is on December 16/20

1. **Holiday Zoom Gathering**
* The Holiday zoom gathering duration recommendation is 30-45 minutes
* Suggestion is that it be from 11 to 11:45 a.m. although it may end at 11:30 a.m. (all based on engagement)
* CCRA group will meet on Monday, December 14 to look at the number of registrants, keeping in mind that a percentage of those registered may not attend the ZOOM gathering
* Ellen will devote the first ten minutes of the gathering to a routine information sharing update to allow time for attendees to circumvent potential technical issues etc.; Ellen will also use this time to thank Val for her time served on the Board
* If we break up into “zoom rooms” a board member can facilitate each room and encourage introductions, conversations etc. We do not want to put anyone on the spot, only facilitate organic conversation
* ACTION Dana will contact the College IT attendant for assistance (Michael)
* ACTION: Marilyn will connect with Craig Stephenson today (November 9th) and give him a time limit of 3 minutes to record a message that will be played at the meeting
* If we start the meeting at 11:00 a.m., our Board members should log on by 10:45 a.m.
* The Board can also talk about future engagement of retirees through segmented meetings in Jan or Feb (segmented by area of study eg nursing retirees)

 **5.0 DIRECTORS’ REPORTS**

1. **President’s and Treasurer’s Report – Presented by Ellen Bull**
* Will share webinar information sent from an estate planning representative
* Scholarship funds sent to ODAE/Centennial College; we may want to give more funding in future
* ACTION: Ellen and Marilyn will work on College support request letter for the 2021 year
* OCRA payments all up to date
1. **Membership Report – Led by Pat Brown**
* Thank you/welcome letters to all new members have been sent
* ACTION: Pat to add a one liner about the Holiday event on the membership letter to be sent to Andrew Cartier (Pension Consultant, Centennial College)
* Ellen would like to ask Andrew Cartier to send newsletter and letter to new retirees
1. **Events Report led by Pat Lee**
* ACTION: Pat will think of sample “conversation starter” questions to encourage conversation during the Holiday Meeting – if anyone has ideas, send them to Pat /Ellen would like to have some more “festive/holiday” type questions
1. **Webmaster Report led by Luzia Bidwell**
* Wellness Wednesday info added each week as it is sent to her by Stephanie
* ACTION: Lucy will add Ellen’s newsletter and the save the date of the Holiday Meeting on the website
1. **Telephone Communications Report led by Eva Zehethofer**
* No new telephone calls/inquiries came in since last Board meeting

**6.0 NEW BUSINESS**

* 1. **Update from Marilyn**
* Memorandum of Understanding (MOU) between CCRA and College – we do not have nor does the Board see a need to have one at this time

**NEXT BOARD MEETING DATES**

* In January we will set the date for 2021 meetings
* The Board members agreed meetings will be on Tuesdays in 2021
* The first meeting of 2021 will take place on January 19th at 10:30 a.m.

**THERE IS NO OTHER BUSINESS AND MEETING IS ADJOURNED AT 11:50AM**