

GIRO BOARD OF DIRECTORS – MINUTES OF MEETING – December 19, 2013

In Attendance: John Coleman, Peter Dzierzawa, Peter Jordison, Richard Nolan, Jackie O'Hara, Richard Ralphs, Patricia Sweeney

Regrets: Bruce Taylor, Merv Sweeney

Minutes: Charlotte Belair

1. Call to order and quorum: Meeting was called to order by Richard Nolan

2. Approval of Agenda:

**Motion: That the agenda be approved**

**Carried**

3. Approval of Minutes:

**Motion: That the minutes of the Board of Directors Meeting – November 27, 2013 be approved**

**Carried**

4. Approval of new members:

**Motion: That the new membership applications for the month of November be approved:**

**Carried**

5. Delegations: No delegations

6. Correspondence:

Telus Corporation has made a donation to GIRO in the amount of \$200.00 (to be used for a staff/volunteer appreciation activity) for volunteer service by Richard Nolan

**Action: Thank you letter, donation receipt for tax purposes – P. Dzierzawa**

7. Treasurer's Financial Report:

- a. Balances in savings account (\$11,924.04), general checking account (\$24,426.62) and reserve checking account for building (\$97,033.69)

**Motion: That the financial statements be accepted**

**Carried**

- b. Staff Wage Increases: Cost of living 0.7%

**Motion: That the staff wages be increased by 1.5%**

**Carried**

**Motion: That the staff member in charge of the clothing trailer be given a raise**

**Carried**

- c. Christmas Bonus Cheques have been issued to staff
- d. Canada Student Summer Job application has been submitted. Requesting funding for two positions, one of 8 weeks and another of 16 weeks duration

8. Reports from Committees:

a. Building Committee:

- i. New roof over paint storage area.

**Motion: That Mike McKenna provide a quote and proceed with work as soon as feasible**

**Carried.**

- ii. Project Planning needs to begin on the building project. Peter Gron has provided some plans for modular recycling areas, but the larger building needs to be planned out.

- iii. Glass recycle bin needs to move closer to the dock to provide more turning space for trucks.

**Motion: That quotes be solicited and the work be done expediently**  
**Carried**

**Action: P. Jordison**

b. Communications Committee

- i. P. Sweeney has created a facebook page for GIRO
- ii. P. Sweeney is still waiting for Biographies and photos  
**Action: All Board Members**
- iii. R. Nolan has updated the test site and would like approval  
**Action: All Board Members**
- iv. Membership is still being manually processed by John Beatty. This is labour intensive and a better solution should be sought.

**Motion: That this discussion be tabled for future discussion** Carried

c. Staffing Committee:

- i. Verena McQuarrie proposes that she reduce her hours as does the other part-time working, allowing for the creation of a third paid position.  
**Action item: An advertisement should be placed in the local papers – Richard Nolan**
- ii. GIRO Managers need to renew their first-aid certification.  
**Action item: Arrange training – R. Nolan**

9. Previous Business:

10. New Business:

- a. Childrens Shopping Day at GIRO: Updates on progress were discussed
- b. Nominations Committee: As per policy set in Fall 2013, a nominations committee must be created to produce a candidate list for positions to become vacant at the next AGM.  
**Action Item: Find GIRO community members to serve on the committee – R. Nolan**
- c. RDN Capital Funding: Board and staff to meet with Islands Trust and RDN on January 9<sup>th</sup>, 2014.
- d. Vacant officer position: Discussion around the need to fill the vacancy  
**Motion: That Jackie O’Hara assume the role of Vice-President** Carried

11. Executive Session:

12. Next Meeting: January 16, 2014, Gabriola Commons 7:00 PM

13. Adjournment:

**Motion: that the meeting be adjourned**

**Carried**