

D R A F T
MINUTES OF THE GIRO BOARD MEETING
Monday, November 10, 2014
10:00 a.m.
Commons Room Upstairs

PRESENT:

Michelle Macewen, interim President; Susan Brown, interim Vice President; Peter Dzierzawa, Treasurer, Margaret St. Denis, Secretary, Neila Coe, Peter Joyes, Nancy Hetherington Peirce.

REGRETS:

Bruce Taylor

A quorum was present and the meeting was called to order.

AGENDA

Motion: St. Denis

That the agenda be adopted with the following addition: Nominations Committee. Carried.

MINUTES OF THE PREVIOUS MEETING

Motion: St. Denis

That the minutes of the October 20, 2014 meeting be adopted as circulated. Carried.

BOARD MEMBER RESIGNATIONS:

In circumstances where members of the current board resign by email and do not follow up by a signed letter, the emails will be recorded as follows:

“To Board Members: As of October 12, 2014, I resign my position as President of the Gabriola Island Recycling Organization due to unforeseen circumstances. Respectfully yours, Jackie O’Hara.”

Sent from my ipad

Date: October 20, 2014 at 7:41:14 PM PDT**From:** David Andrews

<telmar_multimedia@yahoo.com>**To:** Michelle MacEwen

<macewen@mac.com. “Hi Michelle

I feel at the present time the Board does not understand the roll of the communications committee. So at this time I resign from the Board of GIRO on Oct 20 2014. I wesh you the best. David Andrews.”

Motion: Board Members

That Margaret St. Denis ask Bob Weenk to serve on the GIRO Board as a member at large until the next Annual General Meeting of GIRO, scheduled for April, 2015. Carried

REPORTS

Communications Committee: General

Action: Nancy Hetherington Peirce volunteered to serve on the Communications Committee, with Peter Joyes.

Website Update:

Action: Communications Committee to obtain two further quotes for updating the website. The Communications Committee will obtain two additional quotes.

The Communications Committee is responsible for placing minutes on the website.

Financial: Dzierazawa

The treasurer referred to the previously circulated financial statements and provided the following summary:

Checking Account: \$29,716.00

Savings Account: 22,361.00

Building Account: 116,458.77

- Insurance is paid up to date.

Motion: Hetherington Peirce

**In future provide comparative year to date figures rather than quarterly reports.
Carried**

Draft Proposed Budget

Nancy Hetherington Peirce presented the proposed GIRO budget for 2015. Following discussion, the Board agreed to spend further time perusing the budget, and be prepared to vote on it at the December meeting.

Motion: Coe

That as soon as possible, the GIRO board contract a bookkeeper for 12 hours per month at \$30.00 per month.

Carried.

Action: Peter Dzierzawa and Nancy Hetherington Peirce will write a contract and contact the previously agreed upon bookkeeper.

Motion: Hetherington Peirce

Effective November 10, 2014, that the GIRO Board formally allocate \$111,000 from GIRO assets to a separate account in the 2015 budget titled "New Building."

Carried.

Building and Maintenance Committee Report: Coe

- The site survey has been completed, which enables the architect to correctly site for the new building. Drawings are expected within the next two weeks.
- This will go to the Rural District of Nanaimo to enable them to issue a permit.
- Note made that GIRO will need to record donated services, and the person who is knowledgeable of this procedure is Harvey Graham.

Personnel Committee Report: Brown

- Proposed amendment to hiring policy: Under procedure 1d...the board of directors appoint a selection committee composed of two board members, at least one of which will be on the personnel committee.
- Signage information has been completed for the depot, and will be handed over to Peter Joyes for review and work.
- Job openings have been posted and some applications have been received. Closing date for applications is 12 November with interviews being conducted on Tuesday, 18th of November.
- Discussion ensued concerning whether the part-time persons to be hired are contract workers or employees. Nancy Hetherington Peirce will report back on this. In the short term, the new hires will be treated the same as the existing staff.

OTHER BUSINESS

- There is a need to apply for grants for summer students.
Action: Margaret St. Denis will look into this.

ITEMS DEFERRED TO THE NEXT MEETING

- Constitution and Bylaws
- Nominations Committee

Adjournment: 12:00