

DRAFT
MINUTES OF THE GIRO BOARD MEETING
Monday, December 8, 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: Brown

That the agenda be adopted with the following addition: Fund Raising
Carried

MINUTES OF THE PREVIOUS MEETING

Motion: Coe

That the minutes be adopted as circulated with the following correction. Page 2, Motion by Coe, “that as soon as possible, the GIRO Board contract a bookkeeper for twelve hours per month.”
Carried.

MOTION: Nancy Hetherington Peirce

That the meeting moves into executive (in camera) session.

Time: 10:10 a.m.

Carried

Motion: Coe

That the Board moves out of executive session as of 11:05 a.m.

Carried.

Motion: Hetherington Peirce

That the 2015 budget be approved as discussed and amended.

The proposed Pilot Project will be brought forward to the next meeting for further edits and decision.

CORRESPONDENCE:

M. St. Denis reported that appropriate letters had been sent to successful candidates for the recently advertised positions, and to the unsuccessful candidate.

REPORTS:

Financial: (Peter Dzierzawa)

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

Checking Account: \$27,362.00

Savings Account: 37,841.00
Building Account: 111,098.00

The suggestion was made to move the Building Account into a Building Project Fund to show these monies as a reserve fund.

Motion: Brown
That the Financial Report be accepted.
Carried.

Book Keeper

Peter Dzierazawa and Nancy Hetherington Peirce will develop the contract for the above.

Building and Maintenance Report: Coe

The report was circulated prior to the meeting, and discussed further at this time with the following decisions made

- A contingency fund is necessary, for up to 20% of the total cost or some lesser amount.
- We will sign a contract with Architrave to draw the construction drawings, at an anticipated cost of \$4500.00 to \$5,000.00.
- Architrave will submit the drawings to the RDN before December 19th, and the permit to build should be ready within 4-6 weeks.
- The Communications Committee is to submit an article to *The Sounder* on the building project.
- It may be appropriate to ask for volunteers as early as January 2015.
- A volunteer coordinator for the building process is necessary and Ms. Coe has an individual in mind for that position.
- An excavator has promised to volunteer one free day of work.

Motion: Coe

That the previously circulated drawings be accepted as presented and discussed. There will not be a green roof.
Carried.

Communications Report None

Personnel Report: Brown

The report was previously circulated. Ms. Brown reported on the persons recently hired, and the positions for which they have been hired.

ITEMS DEFERRED:

- **Fund Raising**
- **Nominations Committee**
- **Constitution and Bylaws**

NEW BUSINESS:

The Board of Directors will host a staff and volunteer appreciation dinner, in late January or February. Margaret St. Denis was asked to book the Golf Course for this event, and the Caterer, Robert.

Note: The date of the Staff Appreciation night is February 8, 2015. Details to be circulated at the January Board Meeting.

Meeting adjourned at noon.