

**MINUTES OF THE GIRO BOARD MEETING
MONDAY, JUNE 8, 2015
MEETING ROOM, COMMUNITY HEALTH CENTRE**

PRESENT

Susan Brown, Neila Coe, Peter Dzierzawa, Nancy Hetherington Peirce, Peter Joyes, Kees Langereis, Margaret St Denis, Lynn Stefanson, Michelle MacEwen (General Manager).

REGRETS

Barry Loescher

VISITOR

Richard Ralphs

1. CALL TO ORDER & QUORUM

- a. Susan called the meeting to order at 9:35am; quorum was present.

2. AGENDA

- a. **MOTION:** Kees – That the agenda is adopted as circulated. CARRIED

3. MINUTES

- a. **MOTION:** Nancy – That the minutes of the May 11, 2015 Board meeting are adopted as distributed. CARRIED

4. PRESENTATION FROM VISITOR

- a. Neila, Barry, and Michelle had met recently with Richard Ralphs to hear his ideas regarding environmentally-sustainable construction, particularly regarding the current renovation at the depot. They invited Richard to present his ideas to this Board meeting. Richard presented to the meeting a verbal proposal for a GIRO-sponsored public education project regarding environmentally-sustainable construction. The Board clarified various details, and then Richard left the meeting.
- b. After discussion, the Board decided by consensus to postpone any decisions regarding the proposal.
 1. **ACTION: Susan** will contact Richard to convey the Board's decision.

5. CORRESPONDENCE

- a. May 16/15 email letter from Mark Swarek, re an offer to review and update of the GIRO Bylaws.
 1. Board discussed the offer and decided by consensus to postpone a review and update of the GIRO Bylaws until the Regulations for the new Societies Act are published, and the two-year compliance period begins.
 1. **ACTION: Nancy** will convey the Board's decision to Mark Swarek.

6. REPORTS

- a. General Manager – Michelle
 1. Meeting discussed the General Manager's report (distributed in advance of the meeting).
 2. *Agenda item for July Board meeting:* Policies regarding the sale of expensive items donated to GIRO; Policies regarding staff and volunteer purchases of items.
- b. Finance – Peter D
 1. Meeting discussed the financial report to May 31, 2015 (distributed in advance of the meeting).

- c. Property & Facilities – Neila
 - 1. Meeting discussed the report from Barry (distributed in advance of the meeting) regarding the needed minor upgrades in the existing Restore, as part of the current Renovation Project.
 - 1. **MOTION:** Neila – That the costs of the minor upgrades in the Restore, and the gravel for the driveway, will be paid by the Facility Improvement Designated Fund.

CARRIED
 - 2. Meeting discussed the report from Neila (distributed in advance of the meeting) regarding the progress of the current Renovation Project.
- d. Communications – Margaret
 - 1. Meeting discussed the communications report (distributed in advance of the meeting).
 - 2. **ACTION:** Nancy will organize the posting of recent Board minutes on the website.
- e. Personnel – Susan
 - 1. Verbal report was given; meeting discussed.
 - 2. **MOTION:** Kees – That the Board approves the updated Position Descriptions for three current staff positions (Clothing Assistant, Recycle Assistant, ReStore Assistant) as per recommendations from the Personnel Committee.

CARRIED.
 - 3. **ACTION: Personnel Committee** will bring updated Employment Policies to the July 13 Board meeting for review.

7. NEW BUSINESS

- a. GIRO 25th Anniversary and Opening of the Building Renovation
 - 1. Meeting chose Sunday October 18th as the first choice, and October 25th as second choice, subject to checking for other major events on those days.
 - 2. **ACTION: Nancy HP** will check some “Gabriola Events” websites for any activity conflicts on Oct 18 or 25.

8. ADJOURNMENT

- a. Meeting adjourned at 12:00pm.

NEXT MEETINGS: Second Monday mornings of the month, 10:00am – **Meeting Room on lower level of the Community Health Centre**

- Monday, July 13
- Monday, August 10
- Monday, September 14

Date Approved: _____

Name

Office