

**MINUTES OF THE GIRO BOARD MEETING
MONDAY, AUGUST 10, 2015
GIRO DEPOT MEETING ROOM**

PRESENT

Susan Brown, Neila Coe, Peter Dzierzawa, Nancy Hetherington Peirce, Peter Joyes, Kees Langereis, Barry Loescher; Michelle MacEwen (General Manager).

REGRETS

Lynn Stefanson

TEMPORARY LEAVE: Margaret St Denis

1. CALL TO ORDER & QUORUM

- a. Susan called the meeting to order at 10:05am; quorum was present.

2. AGENDA

- a. **MOTION:** Barry – That the agenda is adopted as amended. CARRIED

3. MINUTES

- a. Amendments to July 13, 2015: In #5.d.2. remove “presented verbally” and insert “distributed in advance.”
- b. **MOTION:** Nancy – That the minutes of the July 13, 2015 Board meeting are adopted as amended. CARRIED

4. CORRESPONDENCE

- a. Letter from Hawk Owl (Moyra Mulholland), July 2015.
1. Susan and Michelle have responded to the letter.

5. REPORTS

- a. General Manager – Michelle
1. Meeting discussed the General Manager’s report, distributed in advance of the meeting.
- b. Finance – Peter D
1. Meeting discussed the financial report to July 31, 2015, distributed in advance.
2. Meeting discussed a projection of the total staff compensation expense to Dec. 31, 2015 developed by Nancy (with assistance from Barry, Michelle, and the GIRO bookkeeper).
3. Meeting discussed a report from Barry regarding the cost of Directors & Officers insurance from various providers. All agreed to continue with the current provider.
4. Future agenda item: consider other providers for phone & internet service, instead of Shaw.
- c. Property & Facilities – Neila
1. Meeting discussed the report from Neila, distributed in advance of the meeting, regarding the progress of the current Renovation Project. The project is on time and on budget.
2. **ACTIONS:**
1. **Barry** will check on some further details of the current GIRO insurance policy.
2. **Susan and Neila** will meet during the next few months to discuss some options for landscaping the depot property.
- d. Communications
1. Meeting discussed Lynn’s report, distributed in advance of the meeting.
2. **ACTION: Nancy** will organize some information updates to the website in the next few weeks.

- e. Personnel – Susan
 - 1. Meeting discussed the Committee’s report, distributed in advance of the meeting.
 - 2. **ACTION: Personnel Committee** will complete its review of the updated Volunteer Manual in time for presentation to the September 14 Board meeting.

6. NEW BUSINESS

- a. GIRO 25th Anniversary & Opening of the New Building – Sunday October 18, 2:00 to 4:00pm
 - 1. Kees reported on the July 28 meeting of the Planning Group: Kees (chair), Susan, Lynn, Neila. Plans are progressing well. Next meeting is August 11.
 - 2. **AGREEMENT:** Meeting agreed on a maximum budget of \$4,000, which will include various forms of recognition for all the contributions of volunteer time and materials.

- b. Decision re Depot being open or closed for Nov 11, Dec 25, Dec 26, & Jan 1/16
 - 1. **MOTION:** Nancy – That the GIRO Depot is open on Wednesday November 11/15 from 1:00pm to 4:00pm only; and that the GIRO Depot is closed on Friday December 25/15, Saturday December 26/15, and Friday January 1/16. CARRIED

- c. Policy re the repair and sale of expensive items
 - 1. **ACTION: Michelle and Nancy** will bring some recommendations to the September 14 Board meeting

- d. Recommendation from Personnel Committee
 - 1. **MOTION:** Kees – That the Board move into Executive Session at 12:00pm CARRIED
 - 2. **MOTION:** Nancy – That the Board move out of Executive Session at 12:05pm CARRIED

Agenda items postponed to the next Board meeting
 - Organization of Board policies
 - Preparation for enforcement of the new BC Societies Act

7. ADJOURNMENT

- a. Meeting adjourned at 12:10pm.

NEXT MEETINGS – NEW TIME AND PLACE: Second Monday mornings of the month – 9:30am at GIRO

- *Monday, September 14*
- *First Monday in October, due to Thanksgiving: October 5*
- *Monday, November 9*

Date Approved: _____

Name

Office