

**Wellington District 31 Executive  
Virtual Meeting Minutes Part 1  
Monday, October 19, 2020 @ 2:00 PM**

**Present:** Stephen O'Connell, Anne Smith, Nancy Baker, Michael Curtis, Mary Hermann, Brenda McGinnis, Marina Howlett, Pam Niesiobedzki Curtis, Joan Miller, Joan Berry, Richard Goodbrand, Shirley Goodbrand, John Ritchie, Joyce Barnes, Tim Cunningham, Scott Montgomery, Amanda Leathem, Brian Serafini,  
Lenore Ralph

**Regrets:** Lynn Morrison, Pat Bruder, Linda May Bell

- **Welcome:** The new executive members were welcomed, and all executive members were asked to introduce themselves.  
Anne Smith showed the group how to use the various features of ZOOM.

**2. Approval of/Additions to the Agenda:** *Anne Smith*

**Motion** to approve the Agenda for Oct. 19, 2020, moved by Pam Niesiobedzki Curtis, seconded by Lenore Ralph, **carried**

- **Approval of the November 19, 2019 Minutes:** *Mary Hermann*

**Motion** to approve the Minutes for the November 18, 2020 Meeting, moved by Mary Hermann, seconded by Marina Howlett, **carried**

***Follow-up business from the minutes:***

Mary Hermann thanked Brenda McGinnis for her help with the minutes from Martin Higgs' presentation.

Anne Smith asked if we had heard back about the meaning of the new LOGO, nothing yet. Brenda sent a reminder. Membership Survey will be done later. Governance Meeting will be held in November. Marina will contact committee. A draft copy after it has been fine-tuned will also be sent to committee.

**4. Treasurer's Report and Motions related to the Budget:** *Mike Curtis*

Mike presented the financial report. John asked about newsletter costs. Joyce asked if we are able to carry a surplus. Answer is yes. Anne said that National Office will be using their surplus to eliminate having to a deficit budget for the next few years.

**Motion** to accept the October 2020 Treasure's Report, moved by Mike Curtis, seconded by Pam Niesiobedzki Curtis, **carried**

**Motions Relating to Budget:**

**Motion 1** that RTOERO District 31 shall pay mileage for executive members to attend District Executive Meetings and other related Committee Meetings. The Fall General Meeting and the Spring Annual Meeting are ineligible expenses. Effective November 1, 2020, the rate shall be \$0.25 per kilometre. Moved by Michael Curtis, seconded by Brenda McGinnis, **carried**

**Motion 2** that, in recognition of the volunteer duties performed for District 31, executive members who attend the Fall General Meeting and the Executive Members shall register their

attendance with the Treasurer prior to the deadline. Moved by Brenda McGinnis, seconded by Marina Howlett, **carried**

**Motion 3** that Travel and related expenses for activities with other volunteer organizations or agencies will not be eligible for reimbursement. Moved by Marina Howlett and seconded by Michael Curtis, **withdrawn**

### **Christmas Donations**

**Motion** to continue our support of \$500 to various Wellington County charities. Moved by Mike Curtis, seconded by Joan Berry, **withdrawn**.  
After checking the Policy, it was decided to add \$100 to the Donation.

**Motion** to support various Wellington County charities with a donation of \$100 each this year. Moved by Joyce Barnes, seconded by Joan Berry, **carried**

- This year we would give Hope House, Centre Wellington Food Bank, East Wellington Community Food Bank, Mt. Forest Food Bank, Salvation Army and Women in Crisis each \$100.

### **5. Action Read Award: *Nancy Baker***

At the Annual General Meeting of Action Read on Wednesday, September 23, 2020, during the awards presentation of the meeting, RTO/ERO Wellington District 31 was presented with The Action Read Community Award. This award was created to recognize businesses or organizations whose generous support to the Action Read mission of improving the literacy and numeracy skills of adults and families in Guelph, is outstanding and particularly meaningful, upholding their core values of compassion, respect, community, and celebrating diversity. Our name will be on a plaque hanging in the Action Read space and a small plaque was given to us.

### **6. RTO/ERO Updates**

Richard outlined the Motions and Resolutions to be debated at the RTOERO Annual Meeting. They were included in the hand-outs for this meeting. Anne will send the results out after the meeting.

Richard informed us that he was running for the Board of Directors. He thanked Anne Smith, Brenda McGinnis and Marina Howlett for their help in preparing the materials for the campaign.

#### **• Committee Updates**

- **Project Service to Other:** Brenda McGinnis
  - 136 families in Guatemala will be receiving Covid Life Bags which contain many items to help with their daily life.
- **DHR Workshop:** Shirley Goodbrand.
  - Shirley shared the many items that were discussed at this workshop. Her report is attached to the minutes.

**Adjournment:** Anne adjourned the meeting at 4:00 PM. We will meet on Oct. 26, 2020 at 2:00 PM to complete the Agenda.

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**Wellington District 31 Executive  
Virtual Meeting Minutes Part 2  
Monday, October 26, 2020 @ 2:00 PM**

**Present:** Stephen O'Connell, Anne Smith, Nancy Baker, Mary Hermann, Brenda McGinnis, Marina Howlett, Pam Niesiobedzki Curtis, Joan Miller, Joan Berry, Lynn Morrison, Richard Goodbrand, Shirley Goodbrand, John Ritchie, Joyce Barnes, Tim Cunningham, Scott Montgomery, Amanda Leathem, Lenore Ralph

**Regrets:** Brian Serafini, Lynn Morrison, Pat Bruder, Michael Curtis,

Anne welcomed everyone back to the meeting.

- **RTOERO Updates (continued)** – refer to the hand-outs/notes
  - **Annual Meeting**
    - Board of Directors Election: New Chair - Rich Prophet; Vice Chair - Bill Huzar
    - Motions and Resolutions – Refer to the hand-out.
    - **Strategic Plan 2025** – Refer to the hand-out.
  - **Strategic Plan 2025:** *Nancy Baker*  
Will be presented at the AGM for approval and includes:
    - A refreshed vision and mission
      - a healthy active future for every member of the education retiree community in Canada,
      - to be the trusted voice on healthy active retirement living,
      - world class programs,
      - social engagement, and
      - political advocacy
    - An updated value statement
      - involving accountability, community connection, giving back and making a difference,
      - inclusion, leadership and vision,
      - service to members,
      - well-being
    - Who we are
      - our brand attributes of caring, community, contemporary, inclusion, optimism
    - The strategic goals
      - with a description, the focus area of each, the success indicators, and where we will be in 2025.

**The Goals are for RTO/ERO to:**

- **Be the trusted voice** (focusing on advocacy, diversity, equity, inclusion, relationship building and partnerships, thought leadership)
  - **Improve the lives of seniors and members** (focusing on member engagement in service and growth, enhanced and increased member programs, services, health benefits, good governance, support for districts, volunteer engagement, environmental sustainability)
  - **Broaden the membership base** (focusing on market share, broader education community, actively employed, building the brand, sustainable growth, national marketing and outreach, outreach to French language education community)
- **Gift Cards**
    - Canada Revenue Agency regulations **do not allow** non-profit organizations like RTOERO to give gift cards to members. Districts **must not** give gift cards to members.
    - Branded gifts may be purchased from the [eStore](#). Other gifts are also appropriate.
    - We can continue to send cards and flowers.
- **Guidelines for Member Visits/Transportation**
    - Guidelines for members who visit members in their homes and provide transportation of members to RTOERO events are being prepared.
    - All RTOERO in person events, including visits to members in any fashion are not permitted for at least the balance of 2020.
- **Volunteer Recognition**
    - The Volunteer Recognition Program recognizes Volunteers at all levels and also includes those at the district level and those who are will receive recognition gifts when entering a committee and completing their committee term.
- **District Manual**
    - A District manual for all districts is being drafted.
    - It will include policies, procedures, job descriptions etc. and will be distributed to all Districts once completed.
- **Goodwill**
    - New goodwill cards and notelets are now available free of charge for District goodwill chairs from the E-store with no shipping and handling charges.
- **Travel**

- Merit Travel, one of RTOERO's sponsor is prepared to offer webinars about various types of travel and destinations.
- If we are interested in viewing such webinars, we are to send suggestions on topics.
- **RPWs and Recruitment**
  - RPWs will be held virtually until the end of the year.
  - A list of workshops scheduled from to December, is available on the [Events page of the website](#).
  - We are not to visit schools to distribute posters as we have done in the past. Colleagues are encouraged to register for virtual workshops at [RPW@rtoero.ca](mailto:RPW@rtoero.ca).
  - RTOERO has provided the districts with a copy of the letter from CODE (Council of Directors of Education) sent to the Directors of School Boards allowing RTOERO to have access to the schools.
  - Questions about RPW webinars can be directed to [rpw@rtoero.ca](mailto:rpw@rtoero.ca)
- **eStore**
  - The eStore is now open to the membership. There are many items to choose from such as branded masks, tote bags and other items.
  - Districts can continue to order the Goodwill notelets and birthday cards. Anne has the code. Please do not share this discount code beyond authorized executive members.
  - Districts can also place orders through the eStore for special items branded with our district logo by contacting: Kayla McKenzie, Coordinator, Marketing & Communications, [kmckenzie@rtoero.ca](mailto:kmckenzie@rtoero.ca) or Ryan Lukie, RTOERO eStore Account Manager, [ryan@scorepromotions.com](mailto:ryan@scorepromotions.com)
- **RTOERO supports the creation of Ontario Seniors Advocate**
  - Bill 196, Seniors Advocate Act, a private members bill, passed first reading in the Ontario legislature on July 7, 2020. RTOERO is voicing support for this bill, which would see the creation of a seniors advocate.
- **Motion** to send a \$50 donation to the Guelph Trail Club on behalf of Michael Curtis, moved by Stephen O'Connell, seconded by John Ritchie, **carried**
- **Committee Updates** (continued)

- **DHR Workshop:** *Shirley Goodbrand:*
  - Follow up: Shirley will do an article on the information for the upcoming newsletter.
  - The presentation can be used for a future Wellness Workshop.
- **Political Advocacy Webinar:** *Brenda McGinnis*
  - National is doing very well with their support of Seniors Concerns with the government.
  - New documents have been printed. Anne looking into how to get the new documents to the executive.
  - National is very involved in Seniors Strategies with regards to Isolation.
- **Goodwill:** *Joyce Barnes*
  - Nancy mentioned that members do not realize that they only get a card for their 80+ birthday. Joyce will do a write-up for the next newsletter explaining the policy.

**Motion** that a donation of \$100 be made to the RTOERO Foundation for their many years of service to Carol Christie and Frank Tersigni. Moved by Joyce Barnes, seconded by Marina Howlett, **carried**. Anne Smith will send them a card.

- **Newsletter:** *Anne Smith and Tim Cunningham*
  - **Communication Workshop** is Nov 5, 2020.
  - The District Newsletter Policy and Guidelines and the Web Governance Policy and Guidelines were approved as amended so likely these will be discusses/distributed at the workshop.
  - January 8 is the deadline for newsletter articles. There is no firm date for when it will go out in January.
- **Pension and Retirement concerns:** *Marina Howlett*  
Nothing has come from National. Cost of Living prediction is 1% based on previous year. New retirees in June will receive 0.5. Should notice in the next few weeks.
- **Governance:** *Marina Howlett*  
As stated in our first meeting, the committee will meet in November once the draft has been finished.
- **Membership and RPW:** *Scott Montgomery*  
We need to keep our members files updated with National.
- **Foundation:** *Joan Berry*  
RTOERO is reaching out on Facebook and snail mail to help with Isolation at this time. They are issuing challenges that you can comment on. Foundation Webinar on Oct. 28. Joan will attend.
- **Travel:** *Lynn Morrison*  
Nothing to report.
- **Facebook:** *Richard Goodbrand*  
There is a webinar on Ending Isolation on Oct. 29 @ 7:00 pm. John Ritchie will do an eblast to our members on this subject.

- **Web Site:** *John Ritchie*  
Nothing to report.

- **New Committees:** *Anne Smith*

There are 3 new committees we need to form. We will discuss at later meetings. Let Anne know if you are interested in joining.

- **Archives**
- **Project Service to Others** to help Brenda
- **Social/Luncheon**

- **Other:**

Anne Smith would like to hold monthly meetings to keep up on things. Next virtual meeting will be Nov. 30, 2020 at 2:00 pm.

Richard Goodbrand is part of a subgroup in the Social Justice group. They are planning a webinar in November on Universal Income and Long-Term Care concerns.

**Adjournment:** Anne Smith declared the meeting adjourned at 3:30 pm.