

MRBS Executive Meeting Minutes

Tuesday March 8, 2022, 7:00 p.m.

Virtual meeting via Zoom

Present: Randy Deffett (Chair), Sandra Burk, Vandra Masemann, Bob Watson, David Fuller, Darija Nelson, Paul Warner, Ila Vaculik

Regrets: Dianne Renwick, Lois Maxwell, Ken Scullion, Tim Daciuk, Donna Halliday, Volker Masemann, Rod Tennyson

Order of Business:

1. Call to Order – at 7:05pm
 2. March 8th Agenda approved.
 3. February 8, 2022 Meeting Minutes approved.
 - a. Motion: Randy/David. Carried.
 4. Announcements
 - a. Onward Malvern Foundation AGM March 19; Zoom registration to be set up.
 - b. Today is the 3rd anniversary of the passing of Evan Butcher.
 - c. MCI Principal posts monthly newsletter on schoolweb.tdsb.on.ca. Includes:
 - 'Red & Black Campaign' to fundraise for graduation, scholarships, bursaries, lunch & snack programs, wellness programs. Run by Malvern School Council, canvassing parents for donations.
 - 'Malvern Spirit Wear' clothing being sold on school website. Includes a wide range of casual wear for MCI community.
 5. President's Report – Randy
 - A. 2022-2023 Goals:
- #1 Alumni survey
- a. **TO DO** Randy will get help as offered, from Tim Daciuk. Key to the survey is that we must utilize the recommendations alumni offer to us.
 - b. **TO DO** (Darija Nelson): Darija will review yearbooks to reach out to her 2000s present decade. Will get feedback on what they want. Darija asked if we agree with this? Definitely! We heartily agreed with doing this!
- #2 Membership Growth:
- a. **TO DO** (Randy) Prepare mass email to ask for express consent from 1,211 members to be able to send them communications. Key points to include:
 - Play up our achievements.
 - Ask if they want to remain on our email list.
 - Also ask if they give express consent to be on the Members' List.
 - Refer to past Musings page 8 for wording.
 - b. Correct Musings publishing dates to Sept. 2022 and March-April, 2023.
- #3 Revenue:
- TO DO** (Randy) present to Robert Watson, Treasurer a tentative operating and special projects budget.
- #4 Website:
- a. As per David, May, 2022 completion date for website redesign is still reasonable.

- b. Once alumni survey feedback is received, we may amend website to match.
- c. **TO DO** (Darija): Darija will set up an MRBS Instagram account and be our Instagram administrator. We agreed for he to go ahead.

#5 Consolidation of Database:

- a. Reword point B to say, "Database will be kept on Excel and upload to Mail Chimp. We can segment lists in Mail Chimp for email programs."
- b. Delete all of point D: ~~'No manual entry of registrations into database required.'~~
- c. Dianne Renwick will keep database current.

Motion to Approve 2022-2023 Goals, incorporating changes to Musings publishing dates and rewording of two points in Consolidation of Database (above).

Motion by Randy, seconded by David Fuller. Carried Unanimously.

B. Members' Page & Memorial Page

- a. Members' List Update: We don't know who gave express consent to post their name on the website, therefore we cannot update the list.
- b. Memorial Page: Deceased people have no expectation of privacy, obituary sources are public knowledge, therefore we have no concern to create & post website Memorial Page. This page was approved by the Executive in the summer of 2021.
- c. **TO DO** (Paul Warner) Coordinate with Dianne Chadwick and Donna Halliday to create Memorial Page & post it on the site. It is for all alumni, not just members.

C. Follow-Up on February 'TO DO' items

These items were not covered elsewhere in agenda.

- a. **TO DO** (Vandra Masemann) 2020 Minutes- has copies; will contact Ken Scullion directly to get approval so we can post on site by April meeting.
- b. Illustrious Malvernites (Randy)- I will not be complete before July, 2022 (to be enacted in 2023).

Communications Reports

- a. Postal Mail- (Vandra) has not been able to visit MCI this past month.
- b. Email (Robert)- email from MCI Shannon Halliday, MCI student doing project to paint Archives Room door. She is asking for our ideas. In consultation with Shannon, we thought of images to bring awareness of the MRBS.
TO DO (Robert)- will send Executive email to collect our ideas.
- c. Database- (Paul):
 - a. No new registrations received.
- d. Website (David)- Discussed website redesign project
 - a. Wireframe Outline reviewed & changes suggested (see below 2 versions).
 - b. Donations will get special treatment and be prominent.
 - c. All posts can be tagged to appear in applicable Decade page.
 - d. We will use widgets & sidebars, depending on theme.
- e. Website Updates (Paul): current except for 2020 Minutes.
- 6. Facebook (Sandra): 965 subscribers FB Group. FB Page not as popular but Page allows automatic posting to it from website and from Instagram. FB Page puts onus on administrator to drive content. FB Group we can attach link to a post to direct visitor to website.

Treasurer's Report – Bob Watson & Sandra Burk

- a. Change of Signing Officers- Sandra has met with Rahul at TD Bank to complete; is now following up with new bank contact, Zoriana. No reply to us as of March 8th.
- b. Bank balance= \$1,694.77: book balance= \$1,594.77.
- c. Malvern Wear hats:
 - o 22 are in our possession, Jacquie not expecting payment until sold.
 - o Jacquie is holding another 24 hats for us to draw from. We have not been charged for yet.
- d. **TO DO** (Vandra & David)- Promote sale of our 22 hats. Spring Promotion of hats & Rugby shirts only; we can order 12 shirts at a time so we should be able to sell them in advance of ordering. No motion needed- we are agreed.
- e. **TO DO** (Robert)- Will contact Randy to complete OMF funding request.
- Motion: Robert/Sandra. Carried.

7. Archives- Vandra Nothing to Report

8. Projects (most topics covered earlier in agenda)

- a. Cenotaph Centennial Dedication Ceremony- MCI Principal, Sandy Kaskens, is strongly in agreement to have a dedication ceremony (online)

9. Other Business- None

10. Motion to adjourn by Randy 9:00pm. Carried.

11. Next Meeting – Tuesday April 12, 2022, 7:00 p.m. via Zoom (David to arrange)

Respectfully submitted by Randy Deffett

MRBS Wireframe Redesign

Original Presented March 8, 2022

MRBS						
Home	Shop	About Us	Alumni Decades	Membership Form	News Archives	Links
		Executive				
		Members				
		Charter				
		Code of Conduct				
		Cookie Policy				
		Donations				
		Privacy Statement				
		Terms & Conditions				

Suggested Changes to Wireframe from Meeting

Note: in red, Privacy Policy not in original draft; must be added along with Privacy Statement

Donations will have a prominent place and special treatment

MRBS					Membership			
Home	Shop	News & Events	Alumni Decades	About Us	Form	Links	Contact Us	
		Meeting Minutes		Executive				
		AGM Minutes		Members				
				Charter				
				Privacy Policy				
				Code of Conduct				
				Cookie Policy				
				Donations				
				Privacy Statement				
				Terms & Conditions				