

# 2021 AGM Minutes

## Malvern Red and Black Society Annual General Meeting November 6, 2021 Via Zoom

### MINUTES

**Present:** Sandra Burk (Chair), Bob Watson, Rod Tennyson, David Fuller, Donna Halliday, Dianne Renwick, Lois Maxwell, Vandra Masemann, Ken Scullion, Randy Deffett, Tim Daciuk, David Reynolds, Lyn Bradshaw, Sandy Richmond, Geoffrey Quaid, Gord Moore, Evelyn Gillies, Len Nanjad, Shanta Nathwani, Ila Vaculik, Caro-Claire Braund Wiles, Keith Fernandes, Dan Erkelens

**Regrets:** Darija Dias, Volker Masemann, Paul Warner

### Order of Business

**Introductions:** We have a quorum to be able to conduct business.

**Endorsement by members of revised MRBS Charter:** Randy Deffett summarized revisions to governing documents (Charter, Privacy Policy, Privacy Statement, Code of Conduct) completed in 2021. Documents are posted on MRBS website, under 'About Us'. Code of Conduct is also posted on our Face Book Group and Page sites. Highlights:

- Privacy Officer position established in Charter and Privacy Policy.
- Privacy Policy, in all matters of consent, stipulates that it needs to be expressed consent.
- Privacy Statement created to answer Frequently Asked Questions about Privacy.
- Code of Conduct is newly created to set expectations for all parties who use MRBS social media sites, whether members or not.

**Motion** to accept revisions: moved by Randy Deffett, seconded by Ken Scullion. Carried.

### 2020 AGM Minutes

Minutes were circulated to those who attended 2020 AGM. Corrected Ila's surname to Vaculik.

**Motion** to accept Minutes with correction: Ken Scullion/Lois Maxwell. Carried.

### Matters Arising from 2020 Minutes

Discussions about Cenotaph, Website upgrades, Big Book and MRBS Award included in agenda.

## **President's Report - Sandra Burk**

Sandra presented her report, answered questions and comments. We coped very well despite the pandemic restrictions and undertook lots of activity. We welcome donations and volunteers. We extend our appreciation to MCI Principal, Sandy Kaskens and Nickie Lewis, office administrator.

**Motion** to accept the President's Report: Sandra Burk/David Fuller. Carried.

## **Vice-President's Report- Randy Deffett**

Randy appreciated all editorial input in the revision of governing documents. Thanked all MRBS volunteers for their long-term commitment to MRBS and thanked Paul Warner and David Fuller for their work to update website.

**Motion** to accept V-P Report: Randy Deffett/Donna Halliday. Carried.

## **Communications Reports- various**

- **Snail Mail** Vandra Masemann

We have had a dramatic drop in postal mail since our early years. Mailed in cheques reduced since so many donors now use CanadaHelps. Malvern Wear site has run with no physical paper work. This is all good since it has taken time to regain access to MCI, due to the pandemic.

- **Email** Bob Watson

There has been little email activity; received 19 emails from members and approximately 200 junk emails (some were from members). Sandra Burk noted it appears that, increasingly, people prefer to connect with us via Face Book.

- **Database** Dianne Renwick & Donna Halliday

Dianne gave a big thank you to Donna for her database work. In 2021 a lot of database (dbase) updates were completed. These included:

- Email members= 1,000+ members.
- Postal mail (only) dbase= 471 members (including USA & international members)
- Dbase of deceased members is being updated.
- Review of our 2,600+ Master dbase; about 50% have not given express consent.

Dbase work still to be completed:

- Many new email members need to be added to our Master dbase.
- Review of postal mail dbase.
- Review of obituaries collected since 2013 to match with MRBS dbase.

Requested members to check their contact information is current and to update. Encourage other members you know to do the same.

**Motion** to accept Snail Mail, Email and database Reports: Randy Deffett/Ken Scullion. Carried.

## **Treasurer's Report Bob Watson**

Bob presented report covering our fiscal year, July 1, 2020 to June 30, 2021; responded to questions. Will follow-up on \$100 MRBS Award cheque issued June 24, 2021 but not cashed as of September.

**Motion** to accept the Treasurer's Report: Bob Watson/David Fuller. Carried.

## **Service Personnel Historian's Report** David Fuller

- Cenotaph Project - Will follow up with TDSB Facilities Manager. Manager was excited by security roller system from Canadian supplier. We should add interpretive signage for Cenotaph. Cenotaph refreshment is eligible for funding from Federal Government Veterans Affairs. David's projected budget= \$10,000 approximately (including sword replacement, lettering, repairs, security, signage). Budget much lower than earlier restoration.
- Big Book (of WWII Veterans)- Needs to be preserved and photos scanned. Sandra Burk noted MRBS was invited by TDSB to reapply for funding. David agreed, TDSB said they are favourable to Big Book restoration.

**Motion** to accept Service Personnel Historian's Report: David Fuller/Donna Halliday. Carried.

## **Committee Reports** various

- **Archives** Vandra Masemann and Donna Halliday

We have some 6,000 articles in Archives and all items in the Archives Room are labelled to enable tracking if signed out. Archives is being digitized (inventory of items) and we are working to scan all issues of the Muse. Erik Malmsten and Donna Halliday are updating the MRBS Wikipedia entry.

**Motion** to accept Archives Report: Donna Halliday/Lois Maxwell. Carried.

- **Technical Support Group** David Fuller

Website Design Process Proposed. Upgrade and redesign of website is necessary to meet Google standards for site responsiveness and to modernize site. Process will address:

- What do we really need to do to be functional and responsive to current technology?
- Theme modernization
- Budget requirements
- What should be our priorities?
- Feedback of stakeholders needed to determine project scope.

SSL Certificate is in-place to safeguard online security.

**Motion** to accept Website Design Process Proposal: David Fuller/Randy Deffett. Carried.

- **Garden Team** Vandra Masemann

We have enjoyed positive comments from neighbourhood residents and enthusiastic support of MCI caretaking and administrative staff, Christopher Jobe and Nickie Lewis. Sandra Burk noted City of Toronto provides Pollinator Garden funding for public projects. We may qualify, if we apply.

**Motion** to accept Garden Team report: Vandra Masemann/Ken Scullion. Carried.

## **Elections** Vandra Masemann

With revised Charter, we are electing all Board of Director positions this year. Terms of office for this election will set future staggered election times, to help with continuity of leadership. In advance of voting, Vandra reviewed each position up for election, term of office, and names of those who are standing for office, and invited new nominees to step forward. Each position was then individually voted on. Result of MRBS Executive Elections (to be posted on website) are:

- President- Randy Deffett, 3-year term, elected by acclamation
- Vice-President- Sandra Burk, 1-year term, agreed to appointment to complete VP term
- Treasurer- Robert Watson, 4-year term, elected by acclamation
- Secretary Treasurer: vacant
- Members-At-Large (4 positions): Dianne Renwick and Ila Valicuk 2-year terms, elected by acclamation. 2 positions vacant.

### **Other Business Various**

- ***In Memoriam*** Page. Vandra Masemann and Donna Halliday

Database to be checked with obituary listings gathered by Irene Hubel. 2021 AGM Report ‘In Memoriam’ list includes members deceased prior to 2020 since we only found out this year. Our approved goal is to create ‘In Memoriam’ Page on website.

**Motion** that we offer our sympathy to all family and friends of those who have passed: Sandra Burk/Vandra Masemann. Carried.

- **Thank you** Vandra Masemann and Randy Deffett

**Motion** to extend a big thank you to Sandra Burk for all her work as President and to Ken Scullion for his work as Recording Secretary: Vandra Masemann/Randy Deffett. Carried.

- **Illustrious Malvernites** Gord Moore

Thanked volunteers for keeping the MRBS going since 2003. Discussed if and how to honour illustrious Malvernites (including teachers). Suggestions included: naming auditorium, rooms in MCI and/or plaques in the school. Ken Scullion proposed creating a display, wall, etc. on which past Malvernites could be honoured. An annual presentation could honour MCI history and bring awareness to MRBS. Needed work would include: discussion with MCI administration, learning TDSB policy and designing selection process.

**No Motion** was presented to specifically proceed with Illustrious Malvernites proposal. It needs to be discussed further in future Executive meetings.

### **Adjournment**

**Motion** to adjourn: David Fuller/Ken Scullion. Carried.