

## MRBS Executive Meeting Minutes

Tuesday September 12, 2023 7:00 p.m.

**Present:** Lois Maxwell (Chair), Randy Deffett, Sandra Burk, Robert Watson, Dianne Renwick, Astrid Neuland, Vandra Masemann, Ila Vaculik, Raj Sharma

**Regrets:** Rod Tennyson, Paul Warner, Tim Daciuk, Lyn Bradshaw, Volker Masemann, David Fuller, Ingrid Bubersky

### Order of Business:

1. Call to Order 7:07pm; Sept. 12 agenda approved
2. July 11, 2023 Minutes approved
3. Business Arising from July 11 Meeting- New Governance Model, Astrid Neuland
  - a) We need to create a more effective and efficient organization.
  - b) Goals of Meetings- Committees work out their specific activity and goals ahead of mtg. Present recommendations for Executive approval.
  - c) Meeting Chair- 1.5-hour maximum. Moderate topic discussions; if exceeding 10 minutes, direct it offline for further discussion.
  - d) Merge most important sub-groups into fewer committees:
    - i. Legal and Finance
    - ii. Communications:
      1. Database membership
      2. Member communications and events (including social media, newsletter)
      3. Website
    - iii. Archives
    - iv. (Gardening Committee suspended).
  - e) Committee mandates and goals link up with overall MRBS goals.
  - f) Need a Chair for each of 3 committees.
  - g) **To Do (Executive)** Select Communications Committee Chair.
  - h) We did not appoint an overall chair for Communications, but we have leads for specific tasks already:
    - i. Legal and Finance- Robert Watson and Randy Deffett
    - ii. Communications:
      1. Database Membership- Dianne Renwick
      2. Member communications: Sandra Burk, Raj Sharma. Vandra Masemann
      3. Website: David Fuller and Paul Warner.
    - iii. Archives- Vandra.
4. Announcements
  - a) Randy to visit new MCI Principal, Aaron Gotfryd, September 28.
  - b) Archives Committee to start monthly Wed. MCI meetings. Sept. 27.

## 5. President's Report- Randy Deffett

- a) 2023-24 Goals to provide guardrails to guide our growth and activity.
- b) 2023-24 Finance Budget- Reality check, we must sustain our MCI120 Reunion profit for financial sustainability as long as possible (assuming no revenue streams). Robert and I reviewed our past budgets.
- c) 2023-24 Finances- Once a committee budget is approved, you need to live within it. Committee does not need approval for expenses within approved budget, but then that is it. More funding needs pre-approval.
- d) Cenotaph Renovations- From our alumni survey responses, Cenotaph renovation was priority #5-they have higher priorities. MRBS will not devote funds to promote, nor devote activity to fundraise. Of course, if a donation is directed to 'Cenotaph', monies will be directed there.
- e) Malvern Wear- No 2023-24 financing. This is not a long-term viable, independent business for the MRBS to maintain. It did produce some profit, but inventory (cost liability) that must be maintained and accounting work required- not worth the profit earned. I am not confident it is viable without individuals carrying costs for MRBS and eventually Jacquie Martin will have to pass along cost increases to us. Demand drops off after special events (Reunions).
- f) Malvern Wear- we have stock to finish selling

## Committee Reports

### 6. Finance- Robert Watson

- a) Bank Balance= \$10,179.21; book balance= \$8,990.61
- b) Purchased 5-year \$1,000 GIC, will yield \$1,200.
- c) No Canada Helps donations since May.
- d) **Motion Approve 2023-24 Budget:** Robert Watson; second by Randy Deffett. Carried with the following amendments:
  - a. Robert and Randy to confirm Archives budget (\$1,000 too high).
  - b. Approved expense request for archives & office supplies = \$638.43; allocate to correct budget lines.
  - c. Approved \$300 donation to MCI (in budget under 'other').
  - d. Separate budget line items:
    - i. 'postal' into 'postal' and 'printing'.
    - ii. 'Office & archives' into separate budget lines.
  - e. Confirm accurate # of postal only mailings (approximates= 100).
- e) **To Do (Robert)**- Consider if we can move some MRBS bank balance to a series of GIC/cash investments to earn interest. It is not to advantageous to keep \$10,000 in a no interest-bearing account.
- f) **Motion Approve Finance Report**- Robert; second: Ila Vaculik. Carried.

### 7. Membership- Dianne Renwick

- a) Ingrid Bubersky can assist Dianne with database update from Reunion.

- b) **To Do (Dianne)**- database updates/consolidation required by end of September, for newsletter distribution.
  - c) Dianne does not want to continue to use Mail Chimp. It has not been reliable; too many members not getting email.
  - d) **To Do (Dianne, David Fuller, Tim Daciuk)** Source/select email provider. Dianne wants to use email service for communications. Past provider, Al Schwarz of In-Box Advertising, no longer does this work.
  - e) **Motion: Share MRBS database access with Ingrid Bubersky**- Dianne; second: Randy. Carried.
8. Communications- Vandra Masemann and Sandra Burk
- a) Musings- Post mark for October 4th to provide proper notice of November 4 Annual General Meeting (AGM).
  - b) **To Do (all article writers)** Provide finished article by end of September.
  - c) **To Do (Vandra and Sandra)**- Prepare & assemble Musings copy.
  - d) **To Do (Dianne)**- Submit consolidated database & revised postal mailing list and database by end September.
  - e) **To Do (Randy)**- Write Reunion Report, President Message, AGM note.
  - f) Social Media: Facebook Group= 1300+; Instagram = 138 subscribers (27 followers).
  - g) No report from website team (David Fuller, Paul Warner).
9. Archives Report- Vandra Masemann
- a) **To Do** meet Sept. 13 to set committee agenda and goals.
  - b) **To Do** Consider means to enable sharing Reunion photo booth images with members without violating privacy.
  - c) Cooperating to help RH McGregor school starting up their archives.
10. Long-Term Planning and Elections- Randy Deffett
- a) **Motion Approve 2023-24 MRBS Goals**- Randy. Second- Ila. Carried.
  - b) **Motion MRBS 2023 AGM on Sat. Nov. 4, 2023 1-3pm** (Zoom)- Randy. Second- Vandra and Dianne. Carried.
  - c) Elections to be held:
    - i. Secretary (vacant)- 3 years.
    - ii. Member at Large- 3 years (Ila Vaculik up for re-election).
    - iii. Member-at-Large- 3 years.
  - d) 30-day member notice of AGM to be provided in upcoming Musings.
  - e) **To Do (Randy)**- Prepare AGM agenda/report. Theme: "Time to Start Membership Growth Leading into 2024". Harmonize theme with new Committee structure.
  - f) **To Do (Vandra)**- Send to Randy AGM template information.
11. Incoming Postal mail and email- Vandra and Robert
- a) 1 postal mail- death notice; 1 email to 'redandblack' email address.
  - b) No new emails received from reunion email address since Reunion.

12. Additional Business- none.

13. Meeting adjourned 8:28pm.

14. Executive Meeting dates: **2nd Tues. each month 7pm to 8:30pm (Zoom)**

a) Tues. October 10th

b) Annual General Meeting Saturday Nov. 4 1:00 to 3:00pm

c) No November Executive meeting.

d) December 12.