

MRBS Executive Meeting Minutes

Tuesday February 13, 2024 7:00 p.m.

Present: Randy Deffett (chair), Sandra Burk, Robert Watson, Dianne Renwick, Vandra Masemann, Paul Warner, Astrid Neuland

Regrets: Lois Maxwell, Lyn Maureen Bradshaw, Ila Vaculik, Rod Tennyson, Tim Daciuk, Volker Masemann, Raj Sharma

Order of Business:

1. Call to Order 7:08pm. February 13 agenda approved.
2. October 10, 2023 Minutes approved (with amendment).
3. Business Arising from October 10 Meeting- covered in this agenda.
4. Announcements- Vandra Masemann
Onward Malvern Foundation AGM set for 2:00pm Feb. 24. Election will be held. OMF will post meeting notice on MRBS website and social media sites (with MRBS permission).
5. President's Report- Randy Deffett
 - a) Paul Warner MRBS Member-at-Large. Electronic poll= 5 acceptances, no denials.
Motion: To confirm Paul Warner as Member-at-Large on MRBS Executive: Randy/second Sandra Burk. Confirmed.
 - b) MRBS Charter Amendments in progress. **To Do (Randy)** Write next draft to present at next meeting. Topics include:
 - i. Page 8 Board authority to close a standing committee.
 - ii. Page 10 President authority.
 - iii. Add Associate Treasurer role.
 - iv. Committees- reduce number and amend.
 - v. Member Definition- align definition on pages 3 & 15.
 - c) Advertisements for volunteer roles:
 - i. No responses to Facebook ad for Musings Editor.
 - ii. **To Do (Astrid)** Will follow-up with alumni friend about Associate Treasurer role.
 - iii. Mass email coordinator- Tim Daciuk volunteered to help.
 - iv. Did not advertise for website modernization or site administrator.
 - d) Not for Profit Law- Does not apply to MRBS: we are not incorporated.
 - e) Home School Council- No contact received from referral by Catherine Boyd. **To Do (Vandra)** will refer to new Council President, Taanis Smyth, to refer MRBS for observer status.

Committee Reports

6. Finance- Robert Watson

- a) Bank balance= \$6,521.65; Book balance= \$6,421.82; Difference is an outstanding cheque.
- b) We have \$3,000 in GIC's.
- c) There are no pending donations from Canada Helps.
- d) Malvern Shop Accounts Payables are paid; not awaiting any bills.
- e) MRBS budget revenue- In 2023-2024 budget we estimated average annual revenue = \$1,500. Based on donations received to-date (Malvern Shop not included), this revenue projection should be close to prediction, by financial year end.
- f) **To Do (Musings)** Include call for donations in Spring edition.

Communications- Various

7. Musings- Sandra Burk

- a) Next edition late April 2024.
- b) What ideas do we have at present?
 - i. Tribute to Norman Jewison
 - ii. Vandra has Letters from Members to share with Sandra
 - iii. **To Do (Sandra)** present specific content at next mtg.
- c) No consents to use Reunion photos received from alumni.
 - i. **To Do (next Reunion)** ask for consent to use photos at the time photos are taken.

8. Database Membership (Dianne Renwick)

- a) Postal Only membership= 66 approximate. Ingrid Bubersky has not completed phoning postal only members so this may drop.
- b) Mass Emailing- Tim Daciuk's efforts are appreciate. We need to investigate reliable source for mass email campaigns. Al Schwartz no longer does this work.
- c) **To Do (Dianne and Randy)** Set up Mail Chimp meeting with Dianne's contact, who runs website and email business. Investigate technical and cost feasibility for MRBS to run its own account. Report back to Executive next meeting.

9. Website- Paul Warner

- a) Website Modernization nearly complete, Paul has extensively tested site offline with feedback from Randy.
- b) Technical points presented by Paul. One motion presented for all Committee Reports and unanimously approved (below, after item #11).
- c) **To Do (Paul & Randy)** Launch modernized website. Paul will complete website modernization work, inform Randy and then we will launch live.
- d) Discussion of technical benefits of modernization:
 - i. Paul tested improvements offline.
 - ii. Paul keeps control of site; not dependent on outside consultant.
 - iii. Modernization is incremental, no 'wholesale' changes, not overly flashy. Best suited to our MRBS audience.
 - iv. Theme- consistent to match content presently posted.

- v. Arranged in 2 columns (previously 3).
 - vi. Site significantly faster; removed unnecessary plug-ins.
 - vii. Home Page- page headings bar posted below banner photos.
Includes:
 - 1. 'Search' feature.
 - 2. 'Dark mode' for night viewing
 - 3. Pop up side menu direct to Membership enrolment.
 - viii. Accessible for visually impaired.
 - ix. Compatible with Smart phone and tablet displays.
 - x. Posted direct links to MRBS social media platforms.
 - xi. \$1,000 project budget not required.
- e) **To Do (Paul)** Since Paul did the improvements, he is comfortable to administer site, not dependent on any outside (paid) consultant.
- f) Website Email- Need to confirm if decade email addresses land with their decade coordinator's personal email. Paul not familiar on how to check. **To Do (Randy)**- Can David Fuller confirm?

10. Social Media (Sandra Burk)

- a) Subscribers: FB Group= 1,453; FB Page= 425; Instagram = 150
(October 10 comparison: Group= 1,352; Page= 423; Instagram= 144).

11. Archives- No report (Vandra had to leave early)

Motion: To accept all committee reports (agenda # 6-11) altogether (in one motion): Randy/seconded by Astrid Neuland. Carried.

12. Incoming Postal Mail and Email- Vandra and Robert

- a) No postal mail reported.
- b) Email to 'redandblack' email:
 - i. 7 received Jan. 9 to Feb. 12
 - ii. 3 Dec. 12 to Jan. 8
 - iii. 18 Oct. 11 to Dec. 11.

13. Additional Business- Randy

Musings: Should electronic copy, specifically, have an improved look? (include links to stories rather than just a PDF document sent by email).

14. Meeting adjourned 7:22 pm.

15. Next meeting: Tuesday March 19