

MRBS Executive Meeting Minutes

Tuesday October 10, 2023 7:00 p.m.

Present: Lois Maxwell (Chair), Randy Deffett, Sandra Burk, Robert Watson, Dianne Renwick, Vandra Masemann, Raj Sharma, Paul Warner

Regrets: Astrid Neuland, Ila Vaculik, Rod Tennyson, Tim Daciuk, Lyn Bradshaw, Volker Masemann

Order of Business:

1. Call to Order 7:10pm. October 10 agenda approved.
2. September 12, 2023 Minutes approved (with amendment).
3. Business Arising from July 11 Meeting
 - a) Communications Committee Chair Needed
 - b) Committee structure changes to be changed in Charter
 - c) Consideration of MRBS finance investments
 - d) Future email provider.
4. Announcements- none
5. President's Report- Randy Deffett
6. Meeting with MCI Principal, Aaron Gotfryd October 3rd
 - a) Presented Aaron MRBS \$300 donation to grad photo restorations.
 - b) Aaron's #1 priority for the next year is learning about:
 - i. Making MCI a more open learning environment.
 - ii. Student culture: sports, music, drama, academics, etc.
 - iii. Home & School council priorities, to harmonize with community.
 - c) Not committed to any alumni project unless they involve students. Our MRBS goal is to harmonize with school and Home & School Council.
 - d) **To Do (Randy)** Seek observer status with Home & School at meetings.
 - e) MRBS setting new goals to energize 'younger' alumni (1970s to now).
 - f) MRBS may hope for student volunteers. Aaron open but would consider participation in specific projects (terms of reference, start/end dates and approved by him). Not ongoing administrative roles.
 - g) Remembrance Day Event being planned but no specifics yet. I offered MRBS to participate. Who would we recommend as a speaker? I suggested him to ask David Fuller.
 - h) Not his priority? New playing field.

Committee Reports

7. Finance- Robert Watson
 - a) Bank Balance= \$9,746.56; book balance= \$8,818.18
 - b) Difference: 2 cheques not reached TD Bank (\$628.38 & \$300.00).
 - c) Credit= \$72.52 Sept. 20 from Square usually means Malvern Wear sale.

- d) Canada Helps donation = \$100.00 (net \$96.25) from anonymous donor to MRBS. 2nd anonymous donation to MRBS in past 7 months. 1st one = \$250.00 (net \$240.62).
- e) **Motion** Treasurer to investigate returns of staggered 1, 2 & 3-year GICs to potentially invest MRBS funds. Amount TBD to maintain MRBS liquidity. Randy Deffett/seconded Dianne Renwick. Carried.
- f) Highlights of approved 2023-24 budget and projections:
 - a. MRBS has funding to last to end of 2027 fiscal year (July 1, 2027) without any new revenue sources- 4 years.
 - b. 5-year expense budget projections- assumes no revenues.
 - c. Future balance sheets include historic revenues & finance reserve.
 - d. Archives Committee annual budget= \$700.
- g) **Motion** Robert & Randy advertise AGM condensed budget for information purposes only- Randy/second: Robert & Dianne. Carried.
- h) **To Do (Randy)** Prepare reasons why MRBS is worth donating to; how we manage our finances wisely.

Communications- Various

- 8. Website- Paul Warner
 - a) **To Do (Paul)** Post Musings, Volunteer listing and (once complete) Musings and AGM Report.
 - b) Large website viewer growth up to May 13 Reunion, no increase since.
 - c) Website modernization is a 2023-24 MRBS goal. Budget has been set and will solicit alumni/student creative/technical help.
- 9. Musings- Vandra Masemann and Sandra Burk
 - a) Reviewing final copy (postal mail, mass email, social media, website).
 - b) AGM notice has already been posted on MRBS social media.
 - c) Postal only # mailings = 94. 110 copies made.
- 10. Database- Dianne Renwick
 - a) Ingrid Bubersky completed the updates of member list from Eventbrite and is phoning postal only members to verify email status.
 - b) **To Do (Randy)** Amend website: Ingrid & Dianne DB Co-managers.
 - c) **To Do (Randy and Raj Sharma)** Check test copy before mass email.
 - d) **To Do (Randy and Tim Daciuk)** What is our best long-term mass email solution? What does Tim prefer to do?
- 11. Social Media (Sandra Burk and Raj Sharma)
 - a) Subscribers: Facebook Group= 1,352 active; FB Page= 423; Instagram = 144.
 - b) **Motion** People wanting to subscribe to MRBS Facebook Group must be approved to join. Must answer qualifying questions. Sandra and seconded by Randy. Carried.
 - c) **Motion** Move MRBS FB Group & Page to Private Groups, to be done by Sandra Burk, effective once the Malvern Shop closes. Randy/Sandra & Dianne. Carried.

- d) Photos on MRBS Instagram (IG)- Attach links on MRBS IG to connect photos from other sites. Do not post outside photos directly on our IG.
- e) Musings invites individuals to share photos of themselves. Disclaimer: Sharing your photos gives MRBS consent to use them privately.

12. Archives- Vandra Masemann

- a) Committee is meeting 1st and 3rd Wednesday of each month.
- b) AGM Committee report has been drafted.

13. Annual General Meeting Planning- Randy Deffett

- a) **To Do (Randy)** Write & share AGM Report and agenda.
- b) **To Do (Committee Chairs)** Complete your Committee Report. **Delivery deadline to Randy: Sat. Oct. 28th.**
- c) Theme: ***"To You We Throw the Torch...Be Yours to Hold It High"***
- d) Promote:
 - i. Critical volunteer needs: Communications Chair (leader role)
 - ii. Grow membership to a wider decade participation.
 - iii. Elections: Secretary, 2 Members-At-Large (Ila Vaculik up for re-election)
 - iv. Amend Charter with Committee structure
 - v. What should be our next project?
- e) **To Do (Dianne Renwick)** AGM Zoom link:
 - i. Will automatically send Zoom link to individuals who receive this Executive meeting minutes.
 - ii. Any other individuals who want to attend AGM Zoom link must email request to redandblack@malverncollegiate.com. **Robert Watson** will send email request list to Dianne 2 days in advance of AGM. Dianne will send out Zoom links.
 - iii. AGM Notice is in Fall Musings and on MRBS social media.

1. Incoming Postal Mail and Email- Vandra and Robert

- a. No postal mail received
- b. Email to 'redandblack' email since Sept. 12th = 11. All have been acted on and replied to:
 - i. 3 Malvern Wear
 - ii. 4 Archives donations
 - iii. 2 inquiries.

2. Additional Business

- a. Tuesday December 12 meeting agreed to be in-person afternoon lunch at Beacher Café (Queen St. East).
 - i. **To Do (Sandra)** Make reservations, arrangements.

3. Meeting adjourned 8:53pm.

4. Next meetings

- a. **Annual General Meeting Saturday Nov. 4th 1:00 to 3:00pm (Zoom Link required- see AGM Planning report above).**
- b. Tuesday December 12th in-person at Beacher Cafe