

MRBS Executive Meeting Minutes

Tuesday June 11, 2024 7:00 p.m.

Present: Randy Deffett (chair), Robert Watson, Vandra Masemann, John Leahey, Lois Maxwell

Absent: Sandra Burk, Dianne Renwick, Paul Warner, Astrid Neuland, Ila Vaculik, Lyn Maureen Bradshaw, Rod Tennyson, Tim Daciuk, Volker Masemann, Raj Sharma

Order of Business:

1. Call to Order 7:07pm. Agenda approved.
2. May 14 Minutes approved.
3. Business Arising from May 14- covered in this agenda.
4. Announcements-
 - a) MCI Commencement- June 25 Danforth Music Hall
 - i. Randy Deffett invited on stage; will present MRBS award.
 - ii. Vandra Masemann invited to address graduating class.
5. President's Report- Randy
 - a) 2023-24 fiscal year ends June 30. We hit most of our goals. Examples:
 - i. Database membership consolidated: postal only dropped from 97 to 12 (moved to email list or could not contact).
 - ii. Social Media subscribership grew significantly.
 - iii. Financial efficiency improved.
 - iv. Online experience improved.
 - b) 2024-25 Goals to be set. First thoughts:
 - i. Succession of Officers.
 - ii. Improve data security, establish records management system.
 - iii. Mail Chimp account.
 - c) 2024-25 Budget to be finalized.
 - d) **To Do (Randy- now)**- Recruit 2024 Nominations Committee.
 - e) **To Do (Randy- September)**: Prepare & share for discussion:
 - i. 2023-24 Goals Achievement- details
 - ii. 2024-25 Goals- Draft
 - iii. 2024-25 Budget- Distribute to Finance Committee.

Committee Reports

6. Finance- Robert Watson
 - a) Book balance= \$6,246.50 plus \$3,000 in GIC's.
 - b) Bank Balance= \$6,346.50 (MRBS Award not cashed)
 - c) No Canada Help donations received.
 - d) MRBS credit card being set up now. Once complete, will set up future payments for MRBS to pay expenses directly. We will stop using

personal credit cards, or PayPal, for expenses then reimbursing.
Examples:

- i. When set up, Mail Chimp will be paid with this card.
 - ii. SSL Certificate was charged to PayPal.
 - iii. Blue Host paid by personal credit card.
- e) **To Do (Robert & John Leahey- now):** Get external suppliers to invoice MRBS directly. Contact Blue Host to set up MRBS account access (Vandra presently has that access). Payment authorizations needs to go through Robert and John.
- f) MRBS has no connection to PayPal (money belongs to Malvern Shop).
- g) \$250 deposit has been paid to Polished Media to start account.
i. **To Do (Randy)** will donate \$250 if contract is not pursued.
- h) **Motion:** accept Finance Report: Robert; second Randy. Carried.

Communications- Various

7. Database Membership- no report

8. Mail Chimp (Randy as reported by Ingrid)

- a) Ingrid Bubersky holding until June 20 when she returns from vacation; upon her return, will resume account set up direct with Mail Chimp. We are hopeful to qualify for 15% discount as a Non-Profit organization.
- b) We will assess need and value of Polished Media services. Randy will repay to MRBS \$250 deposit if we do not proceed with contract.

9. Website- Paul Warner

To Do (Paul Warner- now): Post Spring 2024 *Musings* on website.

To Do (Paul -now): Improve appearance of Donate button when website viewed on phone (from March Minutes).

10. Social Media- Randy

- a) June 2024 Subscribers:
 - i. Facebook Group= 1,488 (June 2023= 1,327)
 - ii. FB Page= 420 (June 2023= 379)
 - iii. Instagram = 155 (June 2023= 136).

11. *Musings*- Vandra

- a) Spring 2024 edition is completed.
- b) Will provide copy to Ingrid for mass emailing once Mail Chimp ready.
- c) Will request MCI Principal, Aaron Gotfryd, to distribute to staff.
- d) **To Do (Vandra- now)** Advertise for editorial volunteers.

12. Archives- Vandra

- a) Malvernites Project #1 launched:
 - i. #1 Project- Listing of MCI Grads 1907 to Now.
 - ii. #2 Project- Listing of Who Attended MCI (but did not graduate).
 - iii. i.e. the extent of the work is list EVERYONE who went to MCI.
 - iv. Listing to only include: name, (name while at MCI), Class Year.

13. Incoming Postal Mail and Email- Vandra and Robert

- a) No postal mail received.
- b) 3 emails to 'redandblack': forwarded to Ingrid and Vandra.

14. Additional Business-

- a) Not shocked by lull in activity and donations.
- b) Rod Tennyson has connected with Adele Ashby, long-time volunteer.
- c) **Agreed-** No July 11 meeting and August is our summer hiatus. Next meeting is September 10th.

15. Meeting adjourned 8:27pm.

16. Next meeting: **Tuesday September 10th 7:00pm**