

MRBS Executive Meeting Minutes

Tuesday September 10, 2024 7:00 p.m.

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

Absent: Astrid Neuland, Ila Vaculik, Tim Daciuk, Volker Masemann, Raj Sharma, Lyn Maureen Bradshaw, Rod Tennyson

Order of Business:

1. Call to Order 7:05pm. Agenda approved.
2. June 11 Minutes approved with amendments.
3. Business Arising from June 11- covered in this agenda.
4. Announcements-
 - a) June School Commencement- Vandra Masemann's speech was well-received and Randy presented awards. MRBS presence at the event was noticeable.
 - b) **To Do (Paul)** by October- post Vandra's speech on website.
5. President's Report- Randy
 - a) No candidates have been received for AGM Elections. MRBS must consider: what is the Plan, if after the AGM nobody fills the President and Secretary roles? Everybody in MRBS must contribute.
 - b) As per our Charter, in the absence of the President the Vice-President can equally carry out the duties and exercise the role of the President.
 - c) 2024-25 Goals summary:
 - i. School Projects
 - ii. Data Protection
 - iii. Broaden Leadership
 - iv. Agreed to add a 4th Goal:

'#4 Maintenance of the Malvern CI Archives: Maintenance of the MCI Archives is our ongoing activity since we started in 2003. It is in keeping with the MRBS mandate to preserve the history of the school and make it more well-known to future generations. We must ensure the archives' continued existence and maintenance.'

Motion to Approve: To approve four MRBS Goals for 2024-2025. Wording for Goal #4 as above. Motion by Randy; seconded by Sandra Burk. Unanimously approved.

- d) 2024-25 Budget includes:
 1. Monthly Mail Chimp
 2. Blue Host (website)
 3. MRBS Awards increased to 3 awards/year x \$300 each.

4. Archives increased to \$700 annually.
5. Assume NO donations.
6. Balance at fiscal year-end= \$7,737 + \$3,000 GICs.

Motion to Approve: 2024-25 budget as presented plus that Executive is agreeable to further investigate budgeting for digitizing our Muse collection.
 Motion: Randy; second by Vandra Masemann. Approved Unanimously.

- e) Digitizing the Muse Collection- Erik Malmsten is investigating what is involved, with our High School alumni groups. What is the value to the MRBS? We would be responding to what alumni want- requests for yearbooks is constant. It is part of the ongoing Archives work. Randy is agreeable to looking at closely, including financials.

Motion to Approve: MRBS Annual General Mtg. Saturday November 9th 1:00 to 3:00pm via Zoom. Motion: Randy; seconded: Sandra Burk. Approved.

Motion to Approve: Delete July & August Executive meetings from schedule.
 Motion: Randy; seconded by Lois Maxwell. Approved.

- f) 100 Years of the Muse Project- Have collected 59 Yearbook slides to-date. Visit MCI Archives Sept. 11 to photograph more yearbook covers then ssemble slideshows.

Committee Reports

6. Finance- Robert Watson and John Leahey
 - a) Book balance= \$7,673.23 + \$3,000 in GIC's. Bank Balance= \$7,773.23 (MRBS Award not cashed).
 - b) June book balance= \$6,246. Why the increase now? There was money in Pay Pal account (Malvern Wear), as per David Fuller that belongs to MRBS; it has been transferred into MRBS account.
 - c) MRBS credit card is operational.
 - d) December 2024 our first GIC matures. Randy agrees to reinvest it.
 - e) MRBS finances are stable.

Motion to Approve Financial Report. Robert; seconded by Randy. Approved.

7. Malvern Wear- Vandra Masemann
 - a) Sold almost all the baseball caps; many t-shirts and tote bags remain in stock. No financial loss has been incurred by the MRBS.
 - b) **To Do (Vandra)** Will confirm realistic expectation when the Malvern Shop can close.
 - c) MRBS wants to change our Facebook social media sites to Private. We cannot do this until The Malvern Shop is closed.

8. Nominating Committee (Randy)

- a) **To Do (Randy)** Late September- Publish AGM Invitation, Call for Nominations and for Volunteers by mass email, website post and social media (with services of Ingrid Bubersky, Paul Warner, Sandra Burk and Raj Sharma.
- b) **To Do (Randy)** Early October- Write AGM Report.

Tips to Help Recruiting New Executive

They will be joining a financially stable organization.
 You will not be alone!
 You are joining a solid team of volunteers.
 You will have support & mentors.
 Suggestion: Join us as a Member-At-Large first. There is less responsibility on you while you learn about the organization.

9. Website- Paul Warner

- a) **To Do (Paul Warner)** Now- Post new material:
 - i. Recent Minutes
 - ii. Vandra's Commencement Speech
 - iii. Memoriam Page updates from recent Facebook posts.
 - iv. AGM Notice & Call for Nominations
- b) **To Do (Paul)** end 2024- Improve look of Donation Page (when website viewed on phone (from March Minutes).

10. Blue Hosting of website (Robert Watson and John Leahey)

- a) **To Do (John and Robert)**- Meet with Blue Host to determine hosting cost for 2025. Connect with **Paul** to coordinate with what Paul likes for the site; potentially look at other Hosting options.

11. Social Media- Sandra Burk

- a) September vs April 2024 Subscribers:
 - i. Facebook Group= 1,516 (April= 1,417)
 - ii. FB Page= 419 (April= 426)
 - iii. Instagram= 157 (April= 155).
- b) 230 FB Group visitors are NOT MRBS members- we need to convince them to join as MRBS members.
- c) not post a welcome notice to new subscribers. It may turn out we have to ban them from the site.
- d) **To Do (Raj Sharma and Sandra)** Younger alumni are much more likely to prefer Instagram- a demographic we need.

12. Musings- Sandra Burk

- a) Next 'full' Musings will be in Spring 2025 (story focused).
- b) We can do 'mini- Musings' with MailChimp account to share news.
- c) Mass emails and posts upcoming:

- i. 100 Years of the Muse (decades presentations spread out over the Autumn to keep up interest).
- ii. AGM Notice & then results

13. Incoming Postal Mail and Email- Vandra and Robert

- a) Postal mail- 2 MRBS registrations with cheques
- b) 7 emails to 'redandblack'.

14. Meeting adjourned 8:28pm

15. Next meeting: **Tuesday October 8th 7:00pm**