

**./MINUTES FOR DIRECTORS MEETING OF GAIHC
MONDAY, AUGUST 20, 2018
AT NANCY BROWN'S, 901 PAT BURNS AVE.,
12:30 PM.**

1. Simone called the meeting to order at 12:40 pm.
 2. **m/s/c/ the adoption of the Agenda as circulated and amended.**
 3. **m/s/c/ the minutes of July 23, 2018 were approved as circulated.**
- **STORE MANAGER'S REPORT**
 - Simone presented the Store Manager's report orally.
 - Carol is concerned with the stains on carpeting. It was decided that Sharon would look into prices re getting it cleaned professionally.
 - **m/s/c/ acceptance of the store manager's report as delivered by Simone.**
 - **PRESIDENTS REPORT**

Simone presented an oral report at the Board meeting.

 - Drivers to Doctors will be an official report and placed monthly on the agenda of Director's meetings.
 - There are a number of projects that need finishing, mostly with painting. These include the desk and the back as well as the Ice-Cream Cart.
 - We are looking at possibly purchasing a reconditioned freezer from Islands Farm as a backup freezer
 - So far we have only 1 inquiry re Grants.
 - **m/s/c/ Moved acceptance of Simone's President's report.**

FINANCIAL REPORT FROM TREASURER

Report emailed to all members of the Board

Marilyn reported and answered questions regarding her financial statements at the Board meeting;

M/Tessa S/ Sharon. Moved that \$2,734.62 be transferred from the Chequing account to the Savings Account. Carried.

m/s/c/ Moved acceptance of Marilyn's financial report.

EVENT PLANNERS-

Sharon Brooks provided a written report at the Board meeting highlighting the Big Draw which replaces our Harvest Party.

- The ticket sales for the Big Draw will commence on the first of September
- September 29 will be the date for the Big Draw.

- It was decided that we would ask each business just once for donations for the three major fund raisers of the year. This would be on a trial basis.
- **m/s/c Moved acceptance of Sharon's event planners report.**

MEALS ON WHEELS REPORT

Nancy presented an oral report at the Board meeting

- A thank you letter has been received
- Another cooler has been purchased
- Everything is running smoothly.
- **m/s/c acceptance of Nancy and Tessa's MOW's report.**

VOLUNTEER COORDINATORS REPORT: Tessa presented a written report and Betty an oral report at the Board meeting

- Two new volunteers have been processed by Betty
- Tessa has constructed a revised sign- in sheet that better meets needs regarding recording donations, and volunteer hours.
- Tessa presented a report for July and August (attached)
- **m/s/c/ acceptance of Tessa's report.**
- **ADMINISTRATION**

Report from the Human Resource Committee to be presented at the Board meeting

No report this month

- **CARD REPORT – No cards sent this month.**
- **REVIEW ACTION ITEMS FROM FEBRUARY MEETING:**
 - **Plans for Marilyn's time away:**
Marilyn will be away from Nov. 15 to January 2. Marilyn's plans include doing payroll ahead of time, having Ruth do necessary cash deposits, and accountants doing the GST if necessary.
 - **Logos:**
The three pillars we decided on are **support, community and health.**
 - **Drivers to Doctors update:**
Marni has sent a detailed report (attached)

NEW BUSINESS:

- **1. Need for Criminal Record Checks-** Simone is going to look at the application form to see if it needs changing. Criminal record checks are still needed for anyone working with vulnerable adults.
- Betty will write a generic "Welcome Letter" to new applicants which she will send to Simone for editing and approval.

- **2. Pot Luck Membership Social** – Planned for September 30. Details to follow.

- **3. Thank you card for the emergency fund from PHC.**

-

-

- **NEXT MEETING: WHEN?** September 24 **WHERE?** Sharon Brooks, 2427 Spring Beach Dr.
- **m/s/c Motion to adjourn at 3:07 p.m.**