

MINUTES OF THE AGM OF THE GABRIOLA AUXILIARY FOR ISLAND HEALTH CARE SOCIETY HELD NOVEMBER 23, 2015, AT GABRIOLA GARDEN HOMES LOUNGE

Present:

C. Boyce, D. Betts, A. Harrison, N. Brown, S. Halpin, C. Hemrich, H. Cameron, W. Borley, M. Heraty, S. O'Neill, R. Bernold-O'Neill, J. Jessup, T. Spero, E. Mills, M. Rose, R. Jones, M. Anwyll, J. Marsh, B. Schultze, B. Fowler, N. Hetherington-Peirce, J. Owen and M. Benjamin

Simone Halpin, President, called the meeting to order at 1:35 p.m.

Simone welcomed everyone to the Auxiliary's 4th AGM.

Amend to Agenda

m/s/c that the report from Auxiliary Sewing Circle be added and Compassionate Connection under Requests for Funding be removed

Approval of A.G.M Minutes for November 10, 2014

Moved/seconded/carried

President's Report (presented by Simone Halpin)

It is hard to believe that it has been a year since I was acclaimed as president of this great organization. I must say that it was a major learning curve. Prior to my joining the board I had expressed my concern that as a new comer to Gabriola I would be at a disadvantage in continuing the great work that the previous boards had started. To some extent that was true. I knew I could draw on my past experience on a number of boards as well as my experience as a director in my job and office manager in a number of election campaigns. However, what I soon learned was that the strength of the Auxiliary is clearly its volunteers and the community at large that supports the Auxiliary in so many ways including fabulous donations.

That however, would not have happened without the support of the others on the Board: Marilyn Heraty who wore two hats for a good part of the year as secretary and interim treasurer, Nancy Brown who has and continues to be the MOW coordinator, Carol Boyce as our events coordinator. Recently, Dorothy Betts also joined the board as interim Director at Large. Thank you so much for all your hard work. Well done!

I also want to thank Ellen Mills who was our previous Treasurer who mentored Marilyn with QuickBooks and the financials and Wanda Borley who maintained our webpage as long as she could. And of course a big thank you to all the volunteers that do Meals on Wheels, Drivers to Doctors, Lifeline and The GABE Shop and the GABE Cart, Knit Wits, the Sewing Circle and Barb Miller, our Membership coordinator.

With a new Board came new ideas, new priorities and new ways of doing business. Changes were made to make things as pleasant as possible for our volunteers and customers.

GABE Shop: Thanks to our very talented store manager, Carol Fergusson, the GABE Shop has been elevated to the status of a boutique thrift store. Her use of social media and her skills at doing graphics for posters, invitations, ticket is evident in the shop as well as on our bulletin board by the Pharmacy. This has enhance our exposure to the community. We have carried out draws in the shop that have proven to be very successful. It is very rewarding to hear our customers comment on how bright, clean and fresh the shop is as well as what a pleasant atmosphere there is. Displays change and new things are introduced so one never knows what they will find at the GABE Shop. Business has been very good as is

evident from the financial reports. Lighting has been improved and other things have been done to maximize our space. John Rowland and Dee have taken over the book section and made improvements there. We even got a four draw file cabinet donated from the Kootenays! We added a shed on the back porch GABE Mini which is open all year round. We thrive to make the GABE Shop a pleasant, respectful place to volunteer and shop.

GABE Cart: we changed ice cream providers to Island Farms so that we are shopping closer to home as well as with a company that does not have the same political baggage. We also discontinued the practice of giving out a card for a double cone for donations. This was done after tracking the amount of free ice cream we gave out over the past season. This change was very well received by our customers and donors. We now give a punch on the rewards card for donations which brings people back into the GABE Shop to redeem. We had two incidents of theft of our ice cream, 4 tubs. A security camera was donated and subsequently installed.

Auxiliary: we have revised the Mission Statement and Vision statement to add clarity. This is being brought to you to ratify. We revised and updated the Grant Policy. We also added the role of Past president to the other roles of board positions. Our policy and procedures state "New and revised policies are placed before the AGM as information item" so there are some copies of these if you wish to see them.

We continue to support Welcome Wagon with our leaflet and \$10.00 gift certificate to the GABE Shop.

We had a number of events and fundraisers that Carol Boyce will report on.

What are we up to now: We continue to work hard on your behalf to fulfil our mandate of raising money to help other organizations enhance health services on Gabriola.

Website: anyone that has gone to our website in the past few months would have found it outdated to say the least. Wanda had suggested that we create a new site using a different platform that would be easier to work with. So now, thanks to Hilary Plowright we will be launching a new website that she has built for us. We will send out the new address as soon as we have it. It will take some time to update everything and add other information but I am sure you will all be happy with the new and improved site. Thank you Hilary.

Lease: We have met with our landlord to discuss our lease. We made it clear that we do not plan on spending thousands of dollars for additions to a building that is for sale and is in need of lots of work. Ruling that out, the current lease requires that we negotiate an extension to the lease so we are looking at doing this.

GABE Shop: We will continue to add shelving etc. to maximize our display space and create more storage and sorting space.

Thank you all for coming and feel free to contact me with questions or concerns. If any of you would like to join our board, please speak up.

Simone Halpin, President

Treasurer's Report (prepared by Marilyn Heraty, Interim Treasurer)

Good afternoon everyone. I have been the Auxiliary's interim treasurer since the resignation of Ellen Mills in May 2015. I was elected to the Board as your Secretary but since Ellen's resignation I have been wearing both hats. This past year has been extremely busy for all the Board members. I am amazed at the hours of hard work your president, Simone Halpin has given to the Auxiliary but none of our accomplishments would have been achieved without the tireless work of all our volunteers and Board members. The outstanding results of our combined efforts are reflected in the Society's financial statements.

Ellen has held my hand through this long transition period. She has always been there to guide me and answer any questions (some of which I know she would roll her eyes thinking what is wrong with this woman).

The GABE Shop and the Ice Cream Cart are the Society's primary source of revenue, bringing in 89% of its gross income in this past fiscal year. Three very successful fundraising events — the Mother's Day Tea, the Fashion Show and the Harvest Gala netted us over \$3,000.00. We doubled our income for our fundraising events over last year. The Board decided to change the supplier of ice cream to Island Farms and this was very well received by all customers. Income from the sale of ice cream was up 31% over last year. The Board made the decision that we would stop giving a free ice cream coupon with each donation and give a punch on our Loyalty Card instead. This has been very well received and the donations are still coming in to the point we are now having difficulty with our lack of storage space. Many donors tell us that they want to give to the GABE Shop because we put money back into the community.

This year saw the last sales of the Clinic Book. The foundation bought the remaining 20 books to have on hand to advertise their accomplishments. The Lieutenant Governor of British Columbia was given a copy so she would see what a community that works together can accomplish. We are still doing this.

With total revenues of more than \$88,200.00 this past fiscal year, the Society was able to fulfil its mandate of supporting health care services on the island. It was able to successfully run its Meals on Wheels, Drivers to Doctors and Lifeline programs. It also had sufficient funds available to donate \$800.00 to GERTI to run their pilot program allowing people with disabilities to have a fun day out,

This is our first full year of having a paid Store Manager Carol Fergusson. The addition of a Store Manager, that is there Tuesday to Friday and very knowledgeable in the retail business, has had a very positive effect on the customers and volunteers. We are an aging demographic and having a young vibrant person to guide us has made the Auxiliary's job much easier. Even with the higher overhead costs the net income for the GABE Shop was up over 20% from last year. The Society achieved a net income over \$20,000 for the fiscal year thanks to the dedication and hard work of our members. The ice cream freezer was replaced as well as many renovations to the Ice Cream Cart to make it comply with health and safety regulations.

In keeping with a Board resolution to create a contingency fund for training, capital improvements or other projects the Board decided that each month we transfer 35% of gross revenues from The GABE Shop and Ice Cream Cart to our high-interest savings account. In March 2015 the Board changed the transfer to 35% of net income. At year-end, you see a very healthy cash balance on the Balance Sheet of over \$8,200.00 in the contingency account and \$41,000.00 in term deposits. We have one term deposit for \$7,000.00 that is cashable and one term deposit for \$34,000.00 that is locked in for 5 years with the opportunity to withdraw funds on the anniversary date of the term. Keeping this money aside in a separate account provides a psychological barrier and lets us think of the future.

We are presenting a resolution to the membership asking that the transfer of 35% of net income to be reduced to 20% of net income as practiced by many other B.C. Auxiliaries.

We are also presenting a resolution to the membership asking that the Membership fees be increased from \$12.00 per annum to \$15.00. We are asking for this increase to help off-set the rising cost of conferences and educational meetings that your Board attend.

I will stand for election as your Treasurer for another year. I have enjoyed working with Ellen Mills and can't thank her enough for the many hours she has spent teaching me the ins and outs of this position. I wish to thank the members of the Auxiliary for the opportunity of working with you.

Community Response Network Representative Report (presented by Barb Miller)

The Community Response Network is a national group that focuses on assembling resource information and tools to deal with adult abuse. A small dedicated team of mentors are assigned to different areas of the province to teach and train volunteers to present information sessions to the public. In the case of the Gabriola Auxiliary for Health Care Society, that would be me, Barb Miller. I represent the auxiliary under the auspices of PHC and Brenda Fowler. I recently attended a conference in Nanaimo which had representatives from the Justice Institute, Island Health Authority, First Nations, Mental Health. The information I gained from the various speakers was inspiring! I realized that our Auxiliary can definitely play a part in ensuring that our community is a safe community for our elders, and mentally or physically disabled people, and the poor. Our volunteers have access to many homes and various situations through MOW, Lifeline, Drivers to Doctors and our friendships. We can be "eyes and ears" and if there is something that you see or hear that "just doesn't

feel right, then it is important to learn where you should go to get the proper agency to check and refer.

I have committed to taking the training to become a qualified presenter and will be taking the course in Duncan in February 2016. I will then organize a proper presentation with my mentor, Jane Osborn. People for a Healthy Community staff and volunteers will also be included for the presentation.

The presentations are focused on reaching as many people in a community as possible in order to be aware of any adult abuse, whether physical or emotional or financial and to teach the signs to look for and be able to differentiate the actual abuse of a victim from cultural differences or deliberate choices made by a suspected victim. This is done with the use of short film clips and discussion of what you observe in the clips. There are several handouts and phone numbers for attendees. It is very interactive and thought provoking.

It is important to note that the Community Response Network does not actively become involved but knows which social or legal agency to report abuse or concerns. It is these agencies that gather further information and take any required action to intervene.

The CRN is a developing organization and I think it will be a real asset. You will hear more in the coming year.

Volunteer Committee Report (presented by Barb Miller)

Volunteer hours – 6216.25, Donations – 1,608,

Administration 1,507.75, Drivers to Doctors hours – 13, GABE Shop hours – 3,547.5, Ice Cream hours – 460.5, Meals On Wheels – 687.5

Barb stated that Drivers to Doctors need more volunteer drivers.

Meals on Wheels Report (presented by Nancy Brown)

The Meals On Wheels program is serving the island well. Meals are delivered 3 days per week – Monday, Wednesday and Friday. The Gabriola ferry crew helps out by delivering the meals to us on the 3:45 pm ferry on those 3 days. Previously, our drivers had to travel into town on the 3:10 ferry, pick up the meals, return on the next boat and then deliver the meals to island clients. We are very grateful to the members of the ferry crew for their service. One of our previous drivers, Sue Lissack, was the person who made these arrangements and we thank her for this. It had shortened the volunteer hours each day – it now takes approximately 1 ½ hours instead of the 2 ½ or more. We start at 4:00 pm and are usually finished and back home by 5:30 pm.

We have 2 routes and are providing dinners to 18 to 25 people. These numbers, of course, are always changing. The meals are delivered to the ferry from the Kiwanis Lodge. We are part of the Nanaimo Meals On Wheels program. The Gabriola Auxiliary is aiding this island program by providing insulated food storage bags on an ongoing basis, driveway signs to help our drivers locate “hard to find” clients and anything else we need.

We draw on the list of Gabriola Auxiliary members to find new Mow drivers. We are insured through the Gabriola Auxiliary and all drivers must be members. Periodically, drivers find it necessary to drop out of this program, for various reasons – so we are always open for interested Auxiliary members to make inquiries about joining the MOW team. At present, we have 8-10 drivers who have their own specific routes, and 3 available substitutes. This is a needed program on the island and all who are involved in it, find satisfaction in volunteering, as well as enjoying relating to our meal recipient clients.

If anyone is interested in becoming involved in this program, please contact us.

Events Coordinator Report (presented by Carol Boyce)

There have been 4 fundraising events organized by the Auxiliary this year...the Mother's Day Tea in May at the Rollo Centre, the Gabe Shop's Third Birthday in July, the Fashion Show in August as a Gabriola Theatre Festival Event and the Autumn Gala at Surf Lodge in September. All of these events showed sufficient fundraising and attendance success that we will make them annual events.

The Mother's Day Tea included tea with sandwiches and dainties, a silent auction, a dessert raffle and tea cup readings. Fifty-one people attended and approximately \$800 was raised after expenses. Approximately 15 volunteers worked on different parts of the event.

The Annual Gabe Shop Birthday Party was held on a July Saturday at the store with a draw, store spot sales and a hot dog sale. Popcorn and cupcakes were given away to those who attended. Five volunteers in addition to regular store and ice cream cart volunteers were involved.

The Fashion Show was an outdoor stage event at the Gabriola Theatre Festival. It was scripted and organized by Carol Ferguson, our store manager using volunteer models from our membership and the larger community wearing fashions totally from the Gabe Shop's clothing inventory. These clothes were later sold in the store, generating approximately \$900 in revenue. The event was very well received and had the value of raising the community awareness of the Gabe Shop.

The Harvest Gala at the Surf Lodge was an evening of music and dancing to Nathan Tinkham's band with an appetizer and cash bar and 2 draws. The event was attended by over 70 people and there was a net profit of approximately \$1200. Approximately 12 volunteers worked on the event and Carol Ferguson was emcee for the evening as well as being a major planner and facilitator of the event.

These events serve the dual purpose of fundraising for the annual grants that the Auxiliary makes to health care initiatives in our community and raising awareness about the work of the Auxiliary. Each event has had an informational component.

These events could not have been organized without the generous contribution of many individuals and businesses in our community who donated draw prizes, equipment and food for these events. They are too numerous to mention individually in this report, but the Auxiliary is very grateful for the continuing dedicated support of each of these individuals and businesses. A huge thank you also goes out to the very dedicated group of volunteers who have worked on these events throughout the year.

Auxiliary Sewing Circle (presented by Ellen Mills)

Talking with Marilyn Heraty about my somewhat rusty sewing skills we realized with our combined efforts that the Auxiliary could benefit from a selection of new hand crafted items to be sold at The Gabe Shop. We arrange to meet in our homes, Tuesday mornings to exchange ideas, sew and socialize. Barb Miller and Mary Brown have joined our small group.

In May 2015, we have had enough items made to launch a new section in The Gabe Shop. Available for sale is a constant turnover of new items such as pot holders, BBQ mitts, aprons, kitchen towels, jewelery totes, cosmetic bags, shoe bags, gift bags and 18" doll clothes. Our end sales from May to September have totaled \$523.00 or 1.1% of the gross sales of The Gabe Shop.

This informal group hopes other interested members may join. Please contact any one of us. No skills necessary. We have such fun!

Thank you

Motion from the floor:

Moved by B. Fowler, seconded by J. Jessup defeated

"The Board seek Human Resources direction before the end of the first quarter of 2016 to ensure we are in compliance with Labour laws and our liability is limited.

Special Resolution

Mission Statement

m/s/c that the missions statement for The Gabriola Auxiliary For Island Health Care Society read as follows.

“To support community health education, healthcare and patient comfort services on Gabriola Island.”

Vision Statement

m/s/c that the Vision Statement for The Gabriola Auxiliary For Island Health Care Society reads as follows:

“Our vision is to support the variety and accessibility of health care services on Gabriola Island by raising money through our business enterprises and fun raising activities.

On a year to year basis we endeavor to support continuing programs and small new initiatives often in partnership with a variety of other grant giving organizations.

Furthermore, it is our vision to accumulate sufficient funds to support major new health care initiatives on Gabriola Island such as a respite care facility and/or an expanded home care program within the next five to ten years.

Amendment to Board resolution

m/s/defeated that “the amount of money to transfer each month to the Contingency Fund to be reduced from 35% of net income to 20% of net income.”

Amendment to Bylaws

m/s/defeated that “the amount of the annual membership dues will be set at \$15.00, due January 1, 20916. Membership dues will not be prorated for members joining later in the year.”

Request for Funding

m/s/c that the Requests for Funding as presented by the Board of Directors be approved.

PHC – Health Care Program	\$4,000.00
PAC – Sex-education Program for Grades 3 to 6	\$ 750.00
Verstraete Evangelistic Association – Rainbows (funding for journals, workbooks and snacks)	\$ 570.50
Gabriola arts council – Healing Power of Art program (materials, promotion and publicity)	\$1,000.00
Total grants	\$6,320.50

Presentation of the Requests for Funding

Steve O’Neill, P.H.C. accepted a cheque in the amount of \$4,000.00 for the Health Care Program

Angela Pounds, P.A.C. accepted a cheque in the amount of \$750.00 for sex-education program for grade 3 to 6

Bernice Dewinetz, Verstraete Evangelistic Association accepted a cheque in the amount of \$570.50 for the Rainbows program (for journals, workbooks and snacks).

Michelle Benjamin, Gabriola Arts council accepted a cheque in the amount of \$1,000.00 for the Healing Power of Art program (for materials, promotion and publicity)

Election of Directors

Nancy Hetherington-Peirce called for nominations to the Board of Directors. Dorothy Betts nominated Betty Schultze to stand for Secretary. Betty Schultze accepted the nomination.

Moved by Nancy Hetherington-Peirce and seconded by Barb Miller that the slate of directors (below) be elected to the Board of Directors for the Gabriola Auxiliary for Island Health Care Society. Carried unanimously by the members in attendance.

Simone Halpin— standing for election as President

Betty Schultze — standing for election as Secretary

Marilyn Heraty —standing for election as Treasurer

Nancy Brown (Meals on Wheels Coordinator) – standing for re-election as a Director At Large

Carol Boyce (Events Coordinator) - standing for election as a Director At Large

Dorothy Betts – standing for election as Director At Large

Simone Halpin adjourned the meeting at 3:03 p.m.