

July 5 2023

7pm

OVCA

Meeting via FB messenger

## **Minutes**

### **In attendance:**

Rob McLellan

Adriana Hulse

Emily Dozois

Robert Smith

Pierre Decaire

Joseph Boushey

Brian Warren

Ashley Warren

### **Guests:**

-Gudrun Klingelstein (representing the Osgoode Outreach Group)

### **Meeting Start 7:06 pm**

RM discussed the background of Osgoode Outreach an informal community group that is in the following situation:

-Osgoode Outreach is a grassroots organization that delivers weekly social and wellness programming to seniors in Osgoode and the surrounding area. Osgoode Outreach recently applied for and received Provincial grant funding to expand our programs. The proposed new programs include day bus trips for seniors, and additional educational programming focusing on physical and mental wellness, and prevention of fraud and elder abuse. In order to support that expansion, Osgoode Outreach needs to formalize its organizational structure and secure insurance. As such, they are requesting that the Osgoode Village Community Association assume Osgoode Outreach as a Program/Event under the OVCA umbrella.

-They currently have a volunteer organizing committee of 8 people. If OVCA were to assume Osgoode Outreach as a Program, the current Outreach organizers would ideally like to continue to plan, operate and support the Outreach activities. The current committee members include Co-Chairs: Elizabeth McNeen and Shirley Lupton Treasurer: Gudrun Klingelstein Program Co-ordinator: Gay Pratt Secretary: Heather Rogers Members at large: Mickie Moir and Greg Thurlow ex officio Member: Carley Scharf (representing NORCRC).

-The Group is in the process of securing funding and have a bus trip planned for July 14, 2023. Although this is short notice, they would like to come to an agreement with OVCA and document the new structure prior to that bus trip if at all possible.

RM suggested it could operate like the walking club or the garden club

RM noted that the biggest risk of planned activities is the use of the bus and that a 3<sup>rd</sup> party bus company with licensed driver do the driving would be suitable to have insurance coverage

RM noted that he and Heather called the OVCA insurance yesterday and today. No change to premium was required or information based on the risk of a bus trip.

EM asked what would OVCA's ongoing role be and what are the expectations of the group to report back to OVCA

RM mentioned that the grant they get would be their budget. We can have them report perhaps quarterly. And report out for AGM. These details could be determined later.

RS mentioned that receipts or reports be submitted to OVCA to track where funds are used and how much.

EM noted that OVCA needs a Policy for this going forward for all subgroups/clubs running under OVCA umbrella.

AW mentioned that a Board member may be required to attend their meetings.

RS noted that AKS asked OVCA logo be added to their advertising as they are associated with OVCA.

#### **MOTION MADE:**

RM: Motion to include the Osgoode Outreach Club into OVCA as group under the umbrella of OVCA with Board oversight, financial oversight, and have access to OVCA insurance for approved bus trips/outings/events; and that we have a new Working Group formed by OVCA Board Members to sort out the details on reporting etc.

Vote: YES, All in favour (8/8)

EM who is interested in being the Working Group to solve this situation. EM offered and so did BW and RM will help and noted that there is some conflict of interest with his wife being the secretary of the Outreach Group.

Working Group to create a policy for subgroups/events/clubs under the OVCA umbrella is:

ED, BW, and RM

AW noted that updating the insurance based on group activities might need to be done a couple times a year.

RM will follow up with insurance with a letter stating what OVCA is doing on behalf of the people in the Outreach group.

**Motion to adjourn: BW**

**Seconded: RS**

**Meeting adjourned at: 7:25pm**