



**(PAL55+) Pembina Active Living**  
**Minutes of the Board of Directors Meeting**  
**April 8<sup>th</sup>, 2019 – 10:00 A.M.**  
**RBC Board Room**

**Members Present:** Jerry Johnstone, Bob Newman, Karla Weir, Elaine Hansen, Jerry Jerrett, Janice Handford, Pam Cameron, Rachel Cholet; Tony Zienkiewicz.

**Regrets:** Robert Roehle, Wendy Memryk, Johanna Denesiuk, Alanna Jones, Marla Olinyk,

**Guests:** Bob Thompson chair of the IDA Ad-hoc Committee and Carol Robson co-convener of PAL's "Still Bloomin" gardening club.

**Declaration:**

*"That this PAL (55+) Board Meeting is being held on original lands of Anishinaabe, Cree, Oji-Cree, Dakota, and Dene peoples, and on the homeland of the Métis Nation. We respect the Treaties that were made on these territories, we acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities in a spirit of reconciliation and collaboration."*

**1) Welcome:** Jerry Johnstone introduced our guests, welcomed everyone and called the meeting to order at 10:00 a.m.

**2) Approval of Agenda:** A motion to approve the agenda as circulated was moved by Tony Z. and seconded by Bob N. Carried.

**3) Previous Minutes:** A motion to approve the minutes of the February 2019 Board meeting as corrected – moved by Tony Z. and seconded by Rachel C. Carried.

**4) Business Arising:** An e-mail motion supporting the expenditure and the administration of the Inter-generational Diversity and Accessibility Committee was responded to and supported by a majority of directors on March 31<sup>st</sup>, 2019. The passed motion was put to the directors present at the April 8<sup>th</sup>, 2019 Board meeting for final confirmation of support. The members present at the meeting were in full support. Carried.

**Motion 31-3- 19 (e/m) *That the mandate of the Ad Hoc "Inter-generational Diversity and Accessibility" Committee chaired by Bob Thompson (See Board motion of October 15, 2018) be clarified and expanded to include:***

- **Administrating and executing the \$23,525 New Horizons for Seniors "Making Connections" grant dated January 31, 2019. (start date of March 4, 2019 and an end date of March 3, 2020.)**
- **Making recommendations to the Board of Directors to enhance inclusivity and accessibility of visible minorities, new Canadians and Indigenous peoples to PAL(55+).**
- **Developing funding proposals for the Board of Directors to promote inter-generational engagement and related activities.**

**Moved by Janice Handford and seconded by Jerry Johnstone.**

**5) Correspondence:** Various informational e-mails received from PAL's Communication committee as well as e-mail correspondence from MASC, TONS, WRHA and the Centre on Ageing.

**6) Presidents Report:** Report not available at this point in time.

**7) Executive Directors Report:** A written report was submitted to the Board. Tony Z. moved a motion which was seconded by Bob N. That the full report including the following recommendations be accepted and filed as information: Carried.

- That PAL cancel the Variety Formats and Restorative Yoga.
- That PAL recognize retiring long time instructor Judy Olmstead-Coss at the AGM.
- That all yoga classes be moved to SNCC in the Fall of 2019.

**8) Project Reports:** Reports were provided for the following PAL Projects:

- ***Making Connections*** – Bob Thompson provided the Board with a detailed update regarding the progress of the project.
- ***Video and Promotional Project*** – Janice Handford provided the Board with a detailed written report. As result of discussion **Action Motion 01-04-19 moved by Janice H. and seconded by Karla W. - That PAL does not provide to Alan Wong, Mandeep Sodhi, or Buffalo Gals Pictures the right to use the video materials resulting from the New Horizons for Seniors or Winnipeg Foundation grants for any endeavour whatsoever. Carried unanimously.**
- ***Date Base Development Project*** – Janice Handford provided the Board with a detailed written report.
- ***Professional Development Project*** – Report not available at this point in time.
- ***Accessibility Project*** – Report not available at this point in time.

**9) Board Standing Committees Reports:**

- **Communications** – Janice H. presented the Board with a written report which included a request for volunteers possessing skills for the following:
  - Technology (IT background)
  - Managing Facebook
  - Other media outlets (eg. Radio, television)
  - E-mail distribution
- **Finance** – Wendy M. is in the process of preparing the budget for the coming year.

- **Membership** – Pam C. presented the Board with a written report showing the total membership to date at 450. The report was accepted and filed as information.
- **Programming** – Rachel C. presented a written report. The report was accepted and filed as information. The Board was informed that Elaine H. will be stepping down from her position on the Board as well as member of the committee and convener of the Wellness, Leisure and Special Interest (WLSI) program.
- **Governance** – Jerry Johnstone provided the Board with a detailed written report. The full report was accepted and filed as information. Motions were presented to adopt the following following policies: “*Use of Images Policy*” and “*Procurement Policy*” - both dated April 8<sup>th</sup>, 2019. It is noted that the document entitled “*Procurement Procedure*” (dated April 7<sup>th</sup>, 2019 remains as a Work-in-Progress.

- **Action Motion 02-04-19** moved by Tony Z. and seconded by Bob N. That the “*Use of Images Policy*” dated April 8<sup>th</sup>, 2019 be adopted by PAL(55+). Carried.

- **Action Motion 03-04-19** moved by Tony Z. and seconded by Bob N. That the “*Procurement Policy*” dated April 8<sup>th</sup>, 2019 and amended to include in the “*Guiding Principal*” section of the policy that every proposed expenditure over one thousand Canadian dollars (\$1000), excluding taxes, must have a minimum of three (3) written estimates or quotations for the goods or services described in the soliciting documents. PAL(55+). Carried.

**10) Fundraising Committee Report:** Jerry Jerrett provided a brief verbal report outlining the activities of the committee to date. Also, as of April 5<sup>th</sup> a total of 116 tickets to the “Sisters of the Holy Rock” Fundraising concert have been sold. The report was accepted as information.

**11) Next Meeting:** The next Board meeting will be held on Monday, May 13<sup>th</sup>, 2019 starting at 10 a.m. in the RBC Boardroom at Pembina and Kirkbridge.

**13) Adjournment:** A motion was moved and seconded to adjourn the Board meeting at 12:15 p.m. Carried.

The April 2019 Board minutes have been approved by the members present at the Board meeting held on May 13<sup>th</sup>, 2019

The Board minutes were prepared and respectfully submitted by:

Tony Zienkiewicz  
PAL (55+) Secretary

Action Motion Summary  
April 2019

A motion concerning the PAL (55+) video project

**Action Motion 01-04-19** moved by Janice H. and seconded by Karla W. - That PAL does not provide to Alan Wong, Mandeep Sodhi, or Buffalo Gals Pictures the right to use the video materials resulting from the New Horizons for Seniors or Winnipeg Foundation grants for any endeavour whatsoever. Carried unanimously.

A motion regarding PAL's policy on use of images

**Action Motion 02-04-19** moved by Tony Z. and seconded by Bob N.  
That the "Use of Images Policy" dated April 8<sup>th</sup>, 2019 be adopted by PAL(55+). Carried.

A motion regarding PAL's Procurement policy

**Action Motion 03-04-19** moved by Tony Z. and seconded by Bob N.  
That the "Procurement Policy" dated April 8<sup>th</sup>, 2019 and amended to include in the "Guiding Principal" section of the policy "that every proposed expenditure over one thousand Canadian dollars (\$1000), excluding taxes, must have a minimum of three (3) written estimates or quotations for the goods or services described in the soliciting documents." PAL(55+). Carried.

The above Action Motions were debated and passed by the Board of Directors present at the April 2019 Board meeting.

Tony Zienkiewicz  
PAL(55+)  
Secretary