

Minutes of the ZOOM Administration Committee Meeting, April 7, 2022

Present: Donna Mowry (Chair and Secretary), Ralph Knowles, Gregg McClelland, Jack Nancekivell, John Phillips

Regrets: Gord Dunbar

Just for confirmation: John Phillips wishes to be listed as a MEMBER of the Administration Committee with full voting privileges and John Brass wishes to remain as a RESOURCE person.

Gregg McClelland opened the meeting with a prayer.

Minutes of the March 3, 2022 Meeting

MOTION to accept the March 3, 2022 minutes as circulated.

Moved by: Jack Nancekivell

Seconded by: Ralph Knowles

CARRIED

Correspondence

None

Treasurer's Report– prepared and presented by John Brash

Net Funds Available as of March 31, 2022: \$3,596.45

Capital Project Fund Total as of March 31, 2022: \$47,208.45

The “Policy and Procedure for the Payment of Accounts” adopted last month needs to be modified. There needs to be a clear statement that our Treasurer and/or Donation Steward have/has single signing authority on the Bank Account. Donna will try to get this approved by Council and if so, we’ll revise the Payment Policy.

Need to check on the outstanding cheque to Broadview written on Dec.31, 2021.

Donation Steward's Report – prepared and presented by John Phillips

“General Fund Givings” total for March (\$15,842) was above the rolling average and above the 2020 total.

PAR number has increased by 1, from 77 to 78.

A \$1000 donation has been made to the Memorial Legacy Tree. Donna will notify Council, who will authorize the Treasurer to transfer the donation to the Trustees as per our Policy.

Still no refund from Pitney Bowes, as was promised. Lease can't be broken so we'll continue to pay the rental fee but we won't refill the stamp machine.

Property Report –prepared and presented by Ralph Knowles

The yearly check on our fire extinguishers was performed by Georgian Bay Fire and all are good for another year. Some will need to be recharged or replaced next year.

Several property members are working on completing the interior finishing of the new windows on the lower level south side.

Shirley Marie Harris has offered to provide mulch for the front and side gardens. A work bee will be set up.

Old Business

Leanne Guppy and Pat Porter completed the review of the Financial Books for 2020 and 2021. Many thanks to them for giving up the time to do this.

Gord is looking after the advertising for the Welsh Choir. He has an interview scheduled at the local radio station.

New Business

The Celebration of Life Hymn Sing Service will be held on May 29.

Donna announced that she is resigning as Chairperson of the Administration Committee as of June 30. Her resignation letter was attached to the Agenda.

May meeting – in person or Zoom? The Committee decided to hold the meeting in person.

Gregg McClelland moved the meeting be adjourned.

Next meeting

Thursday, May 5 at 10 am. by Zoom

Chairperson and Secretary_____

Present at the Meeting_____