

**Virtual format  
ESOC Board Meeting  
Tuesday, September 7, 2021 7:00 pm**

1. Call to Order at 7:05 pm.
2. **Present:**  
Kiyoko Miyanishi  
Peter Kubica  
Bob Perkins  
Stefa Fassina  
Eric Leavitt  
Johanna Voordouw  
Greg McKenzie  
Barb Brunton  
Hugh Powell  
Jennifer Aikenhead  
Dorothy Lloyd  
Elsie Boutillier  
**Absent:**  
Gary Kerr  
John McLean  
Joan McLean
3. Kiyoko Miyanishi confirmed we had a quorum.
4. Hugh Powell moved to add the following item to the agenda: Members and guests hiking with a group not commensurate with their ability. Jennifer Aikenhead moved to add the following to the agenda of our next Board meeting: Document retention policy. Barb Brunton offered to send Jennifer the information she has put together regarding the Ramblers' document retention policy.
5. Barb Brunton moved to accept the minutes of the July 5, 2021 meeting, seconded by Peter Kubica, passed.
6. Reports
  - a. **President's Report – Kiyoko Miyanishi**  
**Recognition of Board:** First, on behalf of all of our members, I'd like to thank everyone on the Board for all your efforts in keeping the Evergreen club functioning so well during these trying times. Despite Covid restrictions and protocols, we have managed to keep a good number of our members active in our events while keeping everyone as safe as possible. I have to especially mention Eric's handling of last week's trip registration after our website had

gone down. Getting 53 people registered for the bus via emails was quite a feat and the result was our highest number of bus riders this year. Also, Stefa and Jennifer did a really great job of organizing our annual barbecue at Boundary Ranch where we got to see and chat with a lot of our members, some of whom we hadn't seen for some time. But as I said, keeping our club functioning is due to the work everyone on the Board has been doing so you all deserve a pat on the back.

**Service Alberta filing:** Our annual financial statement and list of current board directors were submitted to Service Alberta this summer as required. Also, the signing authorities for the club at TD Bank were updated to reflect our change in leadership.

**Zoom meeting cost:** As you are well aware, Barb Brunton, who holds a Zoom Pro subscription on behalf of the Ramblers, has been hosting our Zoom meetings and simply billed the Evergreens for the Zoom Pro's monthly cost of \$21 in the months she hosted our ESOC meetings. However, Ramblers decided to move from monthly to an annual subscription which with a special discount is costing \$147/yr. Barb suggested as long as she continues to host ESOC's Zoom meetings, we should pay half the cost of the annual subscription. Without consulting the full board, Peter Kubica and I made the executive decision to approve this necessary expenditure and instructed our treasurer Bob Perkins to make this payment to Barb.

**Weekly bus trips:** To recap our summer, following the drop in Covid case numbers in Alberta (after reaching the 3<sup>rd</sup> wave peak of 2,271 new cases on 5 May), the Alberta government started lifting restrictions with Stage 1 on June 1<sup>st</sup>, Stage 2 on June 10<sup>th</sup> and Stage 3 (almost all restrictions lifted) on July 1<sup>st</sup>. This decision was based on the numbers of Albertans getting vaccinated. As a result, we restarted our weekly bus trips on July 22<sup>nd</sup> with our first trip to Lake Louise, followed by Chester Lake, Banff (although scheduled for Emerald Lake), Black Prince, Emerald Lake, and Helen Lake. With information from Greg, our summer bus director, concerning Universal's pricing concessions and email discussions among the board, it was decided that the bus would go if registrations were 25+ and the cost for riders would be \$20 if there were 40+ riders, \$30 if less than 40. We also decided bus ridership would require people to be fully vaccinated and masked while on the bus. While daily new case numbers for Alberta reached their lowest of 30 on July 12<sup>th</sup>, they have since been rising steadily, recently reaching over 1400. Obviously, we are well into a 4<sup>th</sup> wave, although now it is primarily unvaccinated people who are getting infected and hospitalized. As of Sep. 4<sup>th</sup>, the Alberta government has re-introduced temporary restrictions and rules. Therefore, I added a discussion of the potential impacts for us on the agenda.

Kiyoko shared a graph which showed Alberta has the highest Covid numbers in the country with the lowest vaccination rates. Kiyoko also confirmed there is currently no restrictions on outdoor group activities. Kiyoko believes as long as

we continue to require people be fully vaccinated and wear a mask to ride the bus we should be able to continue with our current scheduled activities, Peter agreed.

Dorothy Lloyd requested permission to continue gathering signatures on cards by circulating them on the bus. Dorothy reported the recipients of these cards are very grateful to see all the signatures and the cards are more meaningful with multiple signatures. Kiyoko stated the current belief is Covid is not contracted on surfaces. Greg shared that members who are not comfortable handling the cards/pen have simply opted out of signing. Apparently the MnM group are currently circulating both signup sheets and trip descriptions on their bus. A suggestion was made not to pass any treats on the bus but we should be fine with continuing to circulate cards.

**Website changes:** I will just mention here that following our online discussions regarding some changes to the website, we agreed some changes would be extremely helpful. The main issue was the desire to assist the day trip leader in organizing the various hikes by having members indicate when registering for a trip the particular hike they planned to join. With this prior information, the day leader would know if there were enough people (minimum of 4) for a hike to proceed and would help identify a leader for each hike. It was also suggested that members could indicate in their profile which level of hike they generally would select. Eric confirmed he has sent the request for proposal but to-date has not heard back. He plans to contact Curtis to get an update. Barb requested the Board should have an opportunity to review the quote once it is received so it can be reviewed and approved before our next Board meeting. Eric confirmed he would do that. Peter requested an additional column in the signup to indicate a member is willing to lead a group. Eric reported we should not add any additional requests to our current request for proposal. He will keep track of any additional change requests so the Board can evaluate them and determine when and if an additional request for proposal should be issued.

**Some ESOC PR:** As those of you who get our local newspapers know, along with two other seniors clubs, we were given the opportunity to let readers know a bit about our club. A freelance journalist had contacted Eric through our website to ask if he could interview one of us. Eric passed him on to me and I had a telephone interview and answered a lot of questions. The reporter had also asked for some photos and Hugh provided him with a good number. As it turned out, he selected two photos from our Mt. Lipsett hike. I was subsequently surprised when the article appeared in both the Sun and the Herald.

b. **Treasurer's Report – Robert Perkins**

Activity has picked up with our return to offering bus trips.

|                       |          |
|-----------------------|----------|
| Current Bank Balance: | \$16,864 |
| Current Assets        | \$426    |
| Current Liabilities   | \$1,113  |
| Net Assets            | \$16,177 |

**Bus Activities ytd:**

7 trips

|                   |        |
|-------------------|--------|
| Average ridership | 35.4   |
| Loss per ticket   | \$1.35 |
| Total loss        | \$383  |

Our losses are minimal since Universal have offered us discounts in order to keep the bus running.

**Social Activities:**

BBQ attendance 72 members, 11 Guests

|          |            |
|----------|------------|
| Income   | \$2,270.00 |
| Expenses | \$2,371.80 |
| Loss     | \$101.80   |

The cost of the BBQ was less than anticipated. The subsidy required was only \$102 versus the anticipated amount of \$720

**Expenses**

Other expenses have been minor, the only one of note being the Liability insurance premium at \$266 a reduction from the prior year when it was \$613. This is due to more clubs being signed up for the group policy this year and a different method of premium allocation between the clubs.

The Club remains in good financial condition. We can therefore continue to maintain the existing pricing structure for bus fees and membership fees.

A subsidy for the fall luncheon is recommended and I would suggest \$15 per member be considered.

**eTransfer**

I have spoken to TD bank regarding the ability to accept Interac eTransfers, again without success. I have looked into the RBC app which might be acceptable but I still need to verify its fee structure. The other alternative remains to change banks which I am reluctant to do unless absolutely necessary.

Hugh mentioned we could have reduced our losses on bus trips if we had charged our normal extra fee for going past Lake Louise on the trip to Emerald Lake. A suggestion was to set bus fees for the different ridership numbers.

c. **Membership (Johanna Voordouw)**

We are at full capacity with 140 full members and 38 associate members.

The first hike was scheduled for May 6<sup>th</sup>, the bus was cancelled and self-drive hikes were offered.

Hikes were offered through the month of June with one bus trip to Whaleback. Since July 22 we have been offering bus trips. The trip to Helen Lake had 54 people registered.

Unfortunately around 50 members have not participated in a hike over the last half year.

We have welcomed 35 guests of which 5 are now members with 6 on the waitlist.

Johanna suggested we increase the number of full members from our current 140 to 150 to allow us to accommodate the people on the waitlist. Barb Brunton moved to temporarily increase the cap on full membership from 140 to 150 until our next AGM, seconded by Dorothy Lloyd, passed.

Hugh reminded us our current policy limits the number of full members to 130.

Johanna indicated we likely would have more associate members if we were keeping track of the number of trips each member is participating in. Greg feels these guests are our new lifeblood. Eric agrees since he has registered 7 guests for this week and received 2-3 inquiries for the last 3-4 weeks.

Increasing our membership allows these guests to become members who are more likely to come on our trips. Peter is concerned we may have too many people to sign up for the bus. Barb indicated we would just add some additional cars if the bus is full, as well we are heading into the fall season where ridership is traditionally low. Another concern is if the membership votes the increase down. Barb suggested we could then let attrition reduce our numbers.

**d. Summer Bus (Greg McKenzie)**

We continue to have reliable bus transportation from Universal Coach Lines. A coach has typically operated each week with passenger numbers in the low 40s since last report. Exception was last week when we had 53 on the bus along with one no show who has already paid. The bus to the BBQ was cancelled due to low numbers which was a surprise!

Members have been very good about Covid procedures. Masks are worn. We typically have 6 to 8 guests on the bus each week. Most are keen to join when membership openings become available. Eric and I manage waiver forms for guests. I send the Trip Leader Emergency Contact information for guests.

We don't have a sign-up sheet on the bus. Barb has done a great job supporting Trip Leaders by having sub group leaders appointed ahead of time and often finding out what hike each members hopes to do.

It has been a great summer!

Greg suggested we continue with the same fee structure we are currently using \$30 when we have 39 or less riders and \$20 for 40 or more riders. Greg believes these discounts will likely continue through the winter. Other clubs are receiving the same discount structure we are receiving.

**e. Summer Hiking (Barb Brunton)**

We offered multiple car trip hikes each week with occasional reduced-capacity bus trips earlier in the summer. Since July 22<sup>nd</sup> we have had weekly bus trips which all had 40 or more registrants except the BBQ day, when registrations were below our minimum of 25 (so the bus was cancelled). We are charging \$20 per person for any destination if 40 or more registrants, \$30 if registration is between 25 - 39.

After an issue earlier in the season with a bus trip to the Whaleback when there were hikers, but no-one prepared to lead one of the hikes, we have generally been trying to line up hike leaders in advance of the bus departure. This is made easier when we know who is planning to go on each hike in advance, so we have asked registrants to indicate their planned hike ahead of time on several of our recent trips. Most people respond. I hope we can automate this process by incorporating this in the trip registration on the website.

I have volunteer day leaders for most weeks up to the end of the summer season (Oct.28).

Overall, it has been a great summer for Evergreens' hiking!

Barb believes the reason the bus on the day of the BBQ was cancelled is because people are used to driving themselves.

Barb does try to identify hike leaders ahead of the bus trip, as coaxing people to lead a hike on the bus is more difficult since we are now expected not to move around on the bus. Our old method of identifying hike leaders was rather difficult as the hike signup frequently did not return to the front of the bus until we had reached the trailhead. According to Barb the most difficult group to identify hike leaders for is the B2 group as the core group of B2 leaders have not lately been hiking consistently.

Barb is looking forward to handing off the planning to Hugh come October 28.

**f. Winter Activities (Hugh Powell)**

Hugh reported his biggest issue is to get people to volunteer to be day leaders weeks in advance. Barb suggested posting a spreadsheet or a dummy event listing upcoming trips to allow people to sign up in advance.

Eric reported William Watson Lodge is hoping to open early in the New Year.

We won't be able to use this facility in the fall and early winter. The website still indicates they will not open until June of next year.

**g. Website (Eric Leavitt)**

As everyone knows the web site was down for about a week. It is now up and running. A few people are having some problems accessing the site and I am trying to assist them.

The contents of the web servers at our supplier were deleted by an employee. A lesson learned was the need to be more consistent in backing up our web site.

Curtis Fraser has our request for proposal to add some features to the web site. I am awaiting his quote.

Eric reported it was a fairly easy process to get new members added since our data loss. Currently few files are missing. If you notice any missing files you should upload them once again.

Eric will endeavour to have the server backed up more frequently, he is open to suggestions and realized there were lessons learned during this last outage.

Barb suggested we should consider setting up a disaster recovery plan and she

is prepared to work with the Board to develop one. That said she is not available to do so until after the month of November.

**h. Social (Stefa Fassina/Jennifer Aikenhead)**

70 members and 11 guests were registered for the BBQ. Unfortunately 7 registrants were unable to attend. The subsidy required for the event was \$88.44 reduced significantly because the cost sheet provided indicated the price was \$28.50 per person; we were charged \$23.50 since I opted out of the hayride component.

Fall luncheon is scheduled for Nov. 25 at the Glenmore Inn.

Stefa moved to have a \$15 per member subsidy for the fall luncheon, seconded by Bob, passed. Dorothy asked what the cost will be, Stefa reported we won't know the cost until the menu is set, passed.

**i. Member Support (Dorothy Lloyd)**

The following have been sent:

5 condolence cards

4 get well cards

2 90<sup>th</sup> birthday cards

1 farewell card

Numerous phone calls

The response to the emails messages has been rewarding. I am so grateful for member feedback!

The Board agreed that Dorothy is doing a great job.

**j. Telephone (Elsie Boutillier)**

At present there is one active member, Dick van Beek and three associate members, Jo Bands, Rob Cormack and Maria Melnychuk who require personal contact by phone for ESOC activities. Jerry Stride maintains contact with Dick and I call the associate members with Club news. The pandemic as well as medical issues restrict the three associate members from active involvement at this time, however they appreciate receiving the ESOC Newsletter and personal updates of Club announcements

**7. New Business**

**a. 30<sup>th</sup> Anniversary of ESOC Nov 2022**

In November 2022 the club will be celebrating our 30<sup>th</sup> anniversary. Kiyoko thinks a perfect time to celebrate this would be during our 2022 fall luncheon. Kiyoko will send the membership an email requesting suggestions on how we can commemorate our anniversary. The suggestions will be compiled and presented at our 2022 AGM.

Dorothy volunteered to send the membership an email or include something in the newsletter to identify members who would be interested in writing a history of our club which could then be posted on our website.

Bob reminded the group we have a slide show which was presented for our 20<sup>th</sup> anniversary. Peter volunteered to work with Bernie to bring the slide show up to date.

b. **Members and guests hiking with a group commensurate with their ability.**

Hugh is concerned some members and guests are not hiking with groups they are capable of keeping up with; apparently there have been a few occasions where members/guests have joined groups where they struggle to keep up. The consensus was we need to deal with these situations with patience and compassion. Generally individuals prefer to hike with groups with similar abilities; no one enjoys a hike where they are struggling to keep up. Everyone agreed we need to communicate the expectations of each group more clearly. Eric offered to do a more complete job of informing guests regarding the requirements of each hiking group. If hike leaders identify a member/guest who consistently joins a group too fast for their hiking ability, that individual will be referred to our club President to have a conversation with them or send a letter identifying the issue. This has been successfully handled by a few past Presidents. Another issue identified is we need to ensure C hikes are accessible to our older C hikers. We need to limit the amount of elevation gain for those hikes and ensure the hike leader is familiar with the hike or has someone in the group familiar with it.

8. Meeting adjourned at 9:00 PM