

EVERGREEN SENIORS OUTDOOR CLUB ANNUAL GENERAL MEETING

Thursday, April 11, 2024
Rosemont Community Association
2807 10 Street NW

Help Needed:

- *We do not have a candidate to stand for Vice President and are in urgent need of a member to volunteer for this important role. Please see the end of this agenda for the job description and consider if this is a role you would be willing to take on. The Board Members are VERY helpful and will provide lots of support as you learn the role.*

Pre-AGM Notes:

- If any members have motions they wish to bring up at the AGM, please contact Sharon Hanwell by April 4th to ensure that they are added to the agenda.
- Morning Walks are posted on the website and members are asked to sign up if they are interested.
- Members may choose to bring along their lunch to eat outside on the picnic tables after the walks/before the formal meeting. Lunches may also be brought inside, when doors open.
- Rosemont Community Center will open at **Noon**. Members needing washrooms before that time will need to use the facilities across the street in Confederation Park.
- Please be prepared to remove your shoes/boots when entering the Centre and feel free to bring along indoor footwear.

Doors open at 12:00 pm

12:00 to 12:30: Gathering with coffee, tea, fruit & cookies provided

12:30 pm: AGM Begins

1. Call to Order: Barb Brunton-Johnstone, Chair
2. Establish Quorum: Chair
3. Introduction of the Board and Coordinators: Chair

Jennifer	Aikenhead	Social Director
Carolyn	Ardell	Summer Transportation Director
Dane	Bridge	Vice-President

Barb	Brunton-Johnstone	President
Peter	Dankers	City Hikes Coordinator
Kyra	Fisher	Summer Hiking Director
Sharon	Hanwell	Secretary
Douglas	Kosowan	Winter Activities Director
Harold	Kroeger	Winter Transportation Director
Peter	Kubica	Past-President
Eric	Leavitt	Website Director
Greg	McKenzie	Winter Transportation Director
Joan	McLean	Newsletter Coordinator
Carol	Morris	Telephone Coordinator
Hugh	Powell	Treasurer
Kim	Tidswell	Social Director
Cheryl	Whitehead	Membership Support Coordinator
Johanna	Voordouw	Membership Director

4. Review of Agenda

5. Motion to accept the agenda.

6. Motion to accept the AGM Minutes of April 6, 2023

7. Business Arising from AGM Minutes

8. Motions passed during the 2023-2024 Board Meetings

Bylaw VII. Amendments to Bylaws and Policies, Article (2) states: Any changes to Club Policies by the Board during the year shall be presented for ratification by the membership at the Annual General Meeting. In accordance with this policy Sharon Hanwell moves that the following decisions, made over the course of the 2023-2024 year, be ratified by the ESOC membership:

- If the bus is not full, each participant (member or guest) on ESOC trips will pay \$25.00, even if people chose to drive themselves.
- If a participant self-drives to the trailhead and pays the \$25.00 bus fee, then the trip will be counted as a bus trip.
- The minimum bus registration for each bus trip will be increased from 35 to 40 people.
- Bus times will remain consistent for all trips throughout the year: bus arrival at 7:30 a.m. and bus departure at 8:00 a.m.
- The revised Incident Report and Incident Reporting Guidelines are accepted and posted to the website.
- If a long-time member's membership has lapsed and an application for renewal as an Associate Member is made, it will be accepted.

- The ESOC members holding the following positions will have signing authority on the ESOC bank account:

- President
- Vice-President
- Past-President
- Treasurer.

This will take effect as quickly as possible, after the new Board is voted in at the AGM each year.

- If a member's health circumstances require that they drive, rather than ride the bus, the fee may be reduced at the discretion of the Transportation Director.
- The ESOC Document Retention Schedule is approved as revised and adopted as part of the ESOC Policies Document. All documents that are not part of the plan or that are not within the term limits will be shredded.
- The position of "Chief Incident Coordinator" will be added to the ESOC Board.

9. Reports

- Treasurer's Report for Fiscal Year 2023-2024: Hugh Powell
 - Motion to accept the Treasurer's Report and Financial Statements for 2023-2024
 - Motion to appoint auditors for the fiscal year 2024-2025
- Membership Director: Johanna Voordouw
- Summer Hiking Director: Kyra Fisher
- Winter Activities Director: Doug Kosowan & Greg McKenzie
- Summer Transportation Director: Carolyn Ardell
- Winter Transportation Director: Harold Kroeger
- Social Directors: Jennifer Aikenhead & Kim Tidswell
- City Hikes Coordinator: Peter Dankers
- Website Director: Eric Leavitt
- Member Support Coordinator: Cheryl Whitehead
- Newsletter Editor: Joan McLean
- Phone Coordinator: Carol Morris
- President's Report: Barb Brunton-Johnstone

10. Appreciation for those completing a term from the Board:

Peter Kubica, Past President

11. Nominations for Board of Directors and Coordinators 2024-2025

Nominees:

Dane	Bridge	President
	OPEN	Vice-President

Barb	Brunton-Johnstone	Past President
Hugh	Powell	Treasurer
Sharon	Hanwell	Secretary
Johanna	Voordouw	Membership Director
Eric	Leavitt	Website Director
Kyra	Fisher	Summer Hiking Director
Douglas	Kosowan	Winter Activities Director
Greg	McKenzie	Winter Activities Director
Carolyn	Ardell	Transportation Director
Harold	Kroeger	Transportation Director
Kim	Tidswell	Social Director
Jennifer	Aikenhead	Social Director
Peter	Dankers	City Hikes Coordinator
Joan	McLean	Newsletter Coordinator
Carol	Morris	Telephone Coordinator
Cheryl	Whitehead	Membership Support Coordinator
Peter	Kubica	Chief Incident Coordinator

Any new nominations from the floor?

Motion to accept nominations

Vote or Acclamation

12. New Business including motions from the floor

13. Dane Bridge, Incoming President

14. Adjournment

Vice President-President-Past President Role Description:

This is a 3-year term position.

VICE PRESIDENT

The Vice President will ensure continuity in the board of directors by assuming the role of President in the subsequent year.

Responsibilities

1. Will assume the duties of President when required.
2. Will share with the Past President, the responsibility for assisting Club volunteers as needed with special projects, any committee work, and membership surveys.

PRESIDENT

The President will be an ex-officio member of all committees and will, when present, preside at all meetings of the Club and of the Board of Directors. The President will promote a climate in which Club business can be carried out efficiently and comfortably.

Responsibilities

1. Will exercise due diligence to confirm that the affairs of the Club are carried out in accordance with Club Bylaws.
2. Will promote Club adherence to the standing policies that have been approved by the Board of Directors.
3. Will ensure, in conjunction with the treasurer, that Club monies are spent for approved purposes. Club cheques require signatures from the Treasurer and one of the following: President, Past President, or Vice President.
4. Will ensure that due notice and an agenda are provided for all meetings of the Club.
5. Will act as chief spokesperson for the Club.
6. Will communicate Board of Directors decisions to the membership, including providing information to the Newsletter coordinator for inclusion in Newsletters.
7. Will arrange for Club representation at meetings of the Coalition of Calgary Senior Outdoor Clubs, or other organizations the Club is affiliated with.
8. Will communicate to the Club information from all sources that are of interest to the Club, including other outdoor clubs and from City Parks and Recreation.
9. Will oversee the transfer of Club documents to the archives as required, including the AGM minutes, an audited financial statement for the year end, and year end reports of executive members, minutes of all Board of Director meetings, a membership list showing member outings completed for the current year, a schedule of hike and ski/snowshoe outings and relevant information pertinent to the outings.
10. Will submit a brief report at the AGM and provide a written report for filing in the archives.
11. Will normally secure Rosemont Community Hall for the following year for the AGM. If Rosemont Community Hall is not available will arrange for an alternative location.
12. Will, if necessary, will arrange for an AGM meeting by Zoom.
13. Will ensure all legal documentation and reporting requirements for government agencies are completed.

PAST PRESIDENT

The Past President will provide guidance, experience, and expertise to facilitate the effective functioning of the Club.

Responsibilities

1. Will share with the Vice President, the responsibility for assisting Club volunteers as needed with special projects, any committee work, and membership surveys.
2. Recruit candidates for vacant Board positions in advance of the Annual General Meeting.