

EVERGREEN SENIORS OUTDOOR CLUB ANNUAL GENERAL MEETING AGENDA:

Updated March 24/25

Thursday, April 3, 2025

Montgomery Community Centre

5003 – 16 Avenue NW.



Please note the change of venue!
The Montgomery Community Centre is in our usual Thursday parking lot. Drive into the lot, turn right (as usual) and the MCC is at the far end, closer to 16th Avenue. (Don't get the MCC confused with the Shouldice Arena which is to the left, where our bus always parks.)

Pre-AGM Notes:

- If any members have a motion, they wish to bring up at the AGM, please contact Sharon Hanwell by March 20th to ensure that it can be added to the agenda.
- Please register to attend the AGM on the ESOC website as it is essential that we achieve quorum. Morning Walks are also posted on the website and members are invited 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.
- Montgomery Community Center will open at 11 am for members needing the washrooms.
- The Gym doors will open at 12:00, for members to sign in and gather with a coffee/snack.
- Please be prepared to remove your shoes/boots when entering the Centre and feel free to bring along indoor footwear. Coat and boot racks will be available inside the Gym.
- **Please volunteer!** We need 2 or 3 members to take on roles that will be vacant:
 - Winter Activity Directors: It has been very helpful to have both a skier and a snowshoer serve as Directors. We currently have a skier but really need a snowshoer!

- Social Director: This role has been shared which has been very helpful so either 1 or 2 Directors are needed. Jen and Kim are willing to remain on the committee to help with a smooth transition.
- Please see the job descriptions at the end of the agenda.

Gym Doors open at 12:00 pm

12:00 to 12:20/12:30: Gathering with coffee, tea, snacks provided

12:20/12:30 pm: AGM Begins

1. Call to Order: Dane Bridge, Chair
2. Establish Quorum: Chair
3. Introduction of the Board and Coordinators: Chair

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

4. Review of Agenda
5. Motion to accept the agenda.

6. Motion to accept the AGM Minutes of April 11, 2024

7. Business Arising from AGM Minutes

8. Motions passed during the 2024-2025 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 2024-2025 year, be ratified by the ESOC membership:

- ESOC have a maximum of 70 people on each week's bus trip. The existing bumping system will be implemented when needed.
- The ESOC cap for Full Members will be reduced to 145 Full Members.
- Guests need to attend 3 bus outings within a six-month period in order to apply for membership.

9. Reports

- Treasurer's Report for Fiscal Year 2024-2025: Hugh Powell
 - Motion to accept the Treasurer's Report and Financial Statements for 2024-2025
 - Motion to appoint auditors for the fiscal year 2025-2026
- Secretary: Sharon Hanwell
- Membership Director: Johanna Voordouw
- Transportation Directors: Carolyn Ardell & Harold Kroeger
- Summer Hiking Director: Kyra Fisher (Barb Brunton-Johnstone)
- Winter Activities Directors: Doug Kosowan & Greg McKenzie
- Website Director: Eric Leavitt
- Social Directors: Jennifer Aikenhead & Kim Tidswell
- City Hikes Coordinator: Peter Dankers
- Newsletter Editor: Joan McLean
- Member Support Coordinator: Carol Rose-Skelly
- Chief Incident Coordinator: Peter Kubica
- President's Report: Dane Bridge

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

Jennifer Aikenhead
Barb Brunton-Johnstone
Kyra Fisher
Douglas Kosowan
Greg McKenzie
Carol Morris

Kim Tidswell
Cheryl Whitehead

11. Nominations for Board of Directors and Coordinators 2025-2026

Nominees:

Liz	Whitehouse	President
David	Fulton	Vice-President
Dane	Bridge	Past President
Hugh	Powell	Treasurer
Sharon	Hanwell	Secretary
Johanna	Voordouw	Membership Director
Carolyn	Ardell	Transportation Director
Harold	Kroeger	Transportation Director
Cheryl	Inkster	Summer Hiking Director
Dane	Bridge	Winter Activities Director
	OPEN	Winter Activities Director (Snowshoer)
Eric	Leavitt	Website Director
	OPEN	Social Director
	OPEN	Social Director
Peter	Dankers	City Hikes Coordinator
Joan	McLean	Newsletter Coordinator
Carol	Rose-Skelly	Membership Support Coordinator
Peter	Kubica	Chief Incident Coordinator

Any new nominations from the floor?

Motion to accept nominations

Vote or Acclamation

12. New Business

- Proposed Banff Park fees
- Emergency contact methods
- Ability and activity selection

13. Liz Whitehouse, Incoming President

14. Adjournment

Post-AGM Activities

- Peter Kubica and Greg “the Bear” McKenzie will be hosting a Bear Safety Training and Bear Spray Demo after the AGM. Please gather in the field behind the MCC after the meeting.

- We would love help with “take-down” for those willing to lift and carry chairs/tables.

Please review the job descriptions for the two open positions and consider offering your services!

WINTER ACTIVITIES DIRECTOR

The Winter Activities Director will recruit and support the Winter Activities Day Leaders in the selection of cross-country ski, snowshoe, and walking destinations during the winter season.

Responsibilities

1. Will recruit and mentor Day Leaders and oversee selection of trip destinations.
2. Will ensure trip descriptions, trip levels, distances, etc. are posted on the website.
3. Will coach/mentor the Day Leaders in accessing the website and refer to the Website Director as required.
4. Will ensure that a summary of the outing is provided to the Telephone Coordinator and Webmaster. The summary will include destination, and options suitable for three levels of skiers, snowshoers, and walkers.
5. Will ensure that Day Leaders obtain winter trail conditions, track-setting, and trail closure information prior to the outing.
6. Will, in conjunction with the Day Leader, decide if conditions are unsuitable and will ensure that the Telephone Coordinator, Transportation Director and Webmaster are notified to changes in the outing location or cancellation of the outing. Update the website and inform the membership of changes.
7. Will remind Day Leaders that information such as washroom stops, departure times and locations, bear sightings, trail conditions and safety guidelines are to be presented on the bus for every outing.
8. Will provide an annual report at the AGM.

SOCIAL DIRECTOR

Responsibilities

1. Will plan and host Summer BBQ, usually in late July
 - Secure a location in advance and work with the venue to make arrangements. Prior to booking, discuss with Board re date/location, number of people venue will accommodate, menu, costs and suggested ticket price, including any subsidy, (usually \$5 to \$10 per member).
 - Create an event on the ESOC website so members can sign up, send out a “save the date” message and send reminders to ensure members make their payments before the event. Most payments will be made by e-transfer and cheques are to be sent directly to the Treasurer. The Treasurer will share a list of who has paid with the Social Directors so

that they can follow up with anyone who has not paid.

- Arrange for podium, mic, and any other equipment the event requires.
- Recruit volunteers as needed.
- Submit bills and BBQ financial report to Treasurer.
- Maintain an updated information file on the process of booking, billing and contacts required to host the event.

2. Will plan and host a Fall Luncheon, usually in November

- Secure a location in advance and work with the venue to make arrangements. Prior to booking, discuss with Board re date/location, number of people venue will accommodate, menu, costs and suggested ticket price, including subsidy, (usually \$5 to \$10 per member).
- Create an event on Evergreen website, send out a “save the date” message and send reminders to ensure members make their payments before the event
- Arrange for podium, mic, and any other equipment the event requires.
- Coordinate with the volunteer making the Christmas baskets to organize and run the raffle
- Recruit volunteers as needed.
- Submit bills and fall financial report to Treasurer.
- Maintain an updated information file on the process of booking, billing and contacts required to host the event.

3. Will host the Annual General Meeting

- Provide coffee/tea/water/juice and snacks, based on a budget approved at a board meeting
- Organize set up and take down of chairs and tables.
- Arrange for podium, mic, and any other equipment the event requires.
- Recruit volunteers as needed.
- Submit bills and financial report to Treasurer.
- Maintain an updated information file on refreshments and equipment required to host the event.

4. Will prepare a written report for the AGM.