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## Board Meeting Minutes

October 30, 2025

**Present:** Jay Pritchard (President), Lois Thurstan (Vice President), David Baxandall (Treasurer), Barbara Thompson, Dianne Walker, Dolores Brent, Lesley Conley, Lorena Iceton, Lorne Brackenbury, Rose Bilou, Haidong Liang (CEO), Barbara Jaffray (Operations Manager), and Gabriela Sanchez (Board Secretary).

Regrets: Dianne Walker

### 1. Welcome and Introduction

- a. Call to order – Jay Pritchard
  - The President called the meeting to order at 9:33 a.m. in the Westend Seniors Activity Centre's Board Room.
- b. Consideration of the Agenda

*Moved by Dolores Brent, seconded by Barbara Thompson, the Board accepts the agenda as circulated. Carried.*

- c. Consideration of the Minutes

*Moved by Lois Thurstan, seconded by Lesley Conley, the Board accepts the minutes of the September 25, 2025 Board Meeting as circulated. Carried.*

- d. President's Comments
  - Birthday Anecdotes
    - Board Members shared anecdotes about their birthday celebrations past and present.

## 2. Report from the CEO

- Highlights from October:
  - WE Seniors received the Heart of the Community Award this year.
- Membership:
  - As of September, 1815 members have acquired their 2025 membership.
- Programs:
  - Adjustments to format reports were made.
    - This is to better reflect performance of class enrolment.
  - Efforts to increase class registrations have been made.
    - Strategies include printing the list of classes with available space to encourage participation.
- Events Hosted:
  - We Seniors (Strathcona) Artizan Market was a success.
- Upcoming events:
  - Remembrance Day Ceremony - November 11
  - Holiday Market - November 15
  - Holiday Dinner - November 28
  - Mavie's Mitten Tree - December 10
- Outreach:
  - Key outreach statistics and highlights were presented.
- Volunteer Initiatives:
  - Laperle Craft Club and Reading.
    - Currently on hold due to the teachers strike.
  - A volunteer survey will start on November 3, 2025.
- Facility Rentals:
  - An overview of income generated from facility rentals was provided.
- Community Cafe and Frozen Meals:
  - A summary of sales for the reporting period was presented.
- Building upgrades:
  - The phone line system will be changed.
  - Renovations around the building have been scheduled to start during the Christmas break.

### 3. Committee Reports

#### a. Finance - David Baxandall

Motion to place matured restricted building GIC's into the high yield savings account:

*Moved by David Baxandall, seconded by Barbara Thompson, to approve the placing of GIC #63 for the amount of \$76,426.57 and GIC #82 for the amount of \$31,231.38, a total of \$107,657.95 into the high yield savings account. Carried.*

Motion to reinvest maturing restricted sustainability funds:

*Moved by David Baxandall, seconded by Lois Thurstan, that maturing restricted sustainability GIC #66 and GIC #68 be reinvested with the Servus Credit Union for a period of thirty six (36) months at the offered interest rate of 3.0%, redeemable on the anniversary date. Carried.*

Motion to accept the monthly financial statements and Committee's report:

*Moved by David Baxandall, seconded by Lorne Brackenbury, the Board accepts the September Financial Statements and the October Finance Committee Report as information. Carried.*

#### b. Policy and Bylaw – Lesley Conley

- A report of the topics discussed by the Committee was presented.

#### c. Nominations and Elections - Lorne Brackenbury

- The Committee will have its first meeting in November.

#### e. Planning Committee Report - Jay Pritchard

- Meetings with government representatives.
  - o A luncheon with the representatives from three levels of government should be organized.
- Board Communication with WSAC members.
  - o Suggestions included Board Members' personal storytelling, implementing a name tag policy, and a BBQ twice a year.

#### f. Executive - Jay Pritchard

- A report of the topics discussed by the Committee was presented.

- g. Human Resources - Lois Thurstan
  - The Committee is organizing the Focus Groups.
    - The process will start today during the “In Camera” session.
    - Meetings with the CEO and direct reports have been scheduled for next two weeks.
  - The committee’s comments regarding Board Policy C 2 have been submitted.
    - The Policy and Bylaw Committee will review the comments on November 7, 2025.
- h. Fundraising Committee - Barbara Thompson
  - The committee did not meet in October.
    - Meetings will resume in November.
  - Work continues around the planning of the next year’s fundraising initiatives
    - Art Auction
      - Rose is working on the plan.
    - Groceries for a Year Raffle
      - Initiative aims to raise \$10,000
      - Ticket prices will be \$10.00
      - The launching of this initiative is planned for the New Year.
- i. President & CEO
  - A report of the topics discussed during this meeting was presented.

## **4. Generative Discussion**

- a. Our Election Process
  - The Board discussed membership and election processes, including the evaluation of potential candidates and the possibility of establishing specific qualifications or expertise requirements.
  - Discussion included:
    - Challenges in recruiting new Board members.
    - Maintenance of adequate Board compositions and size.
    - Board committee assignments.
    - Involving non-board members in committees.
    - Board member recruitment and potential strategies to encourage participation.

## **5. New Business**

- a. There was no new business for discussion.

## **6. “In Camara” Session**

*Moved by David Baxandall, seconded by Lesley Conley, to move the meeting into a closed session to discuss the performance review of the CEO. Carried.*

David Baxandall made a motion to return to an open session. The motion was seconded by Dolores Brent and was carried unanimously by the Board.

## **7. Next Board Meeting**

November 27, 2025, from 9:30 a.m. – 11:20 a.m., in the Board Room.

## **8. Adjournment**

The meeting adjourned at 11:45 a.m. on October 30, 2025.

Minutes recorded by Gabriela Sanchez, Board Secretary.