

**Learning Unlimited Etobicoke for Seniors**  
**Board of Directors Meeting**  
**Minutes**  
**June 27, 2023**

**Present,** Deb Forsyth–Petrov, Rich Bailey, Maureen Clancy, Jennifer Denomme, Betty Horton, Roger Tessier, Rosemary Tessier, John Willson.

**Absent,** Judy McCormick

1. With the unanimous consent of the Board, Deb Forsyth-Petrov acted as Chair of the meeting, called the meeting to order at 3:03 p.m. and requested the Recording Secretary, Rosemary Tessier, to act as Secretary and take the minutes.

The Chair referred to the Notice of meeting and the agenda and reported both had been emailed to all the Directors. The chair confirmed more than five Directors were present, constituting a quorum and that the meeting was properly constituted for the transaction of business.

**2. Approval of Minutes:**

The Minutes of the April 26, 2023 Board meeting required approval.

**Motion:** Maureen moved, and Betty seconded that the Minutes be approved.

**3. Business arising from prior Minutes:**

This will be dealt with later in the meeting.

**4. The Treasurer’s Report** was tabled by Betty Horton.

Betty reported that she paid Sam Marinucci \$2,260. for the review he did of our financial records.

**5. The revised proposed Board work plan for 2023 – 2024** was tabled by Deb.

Two important changes were noted. The activation of the Nominating Committee was moved to September from November.

The wording of the last item under January was changed to: ... materials necessary for the accounting review.

**6. Nomination of Vice-President:**

**Motion:** Rich moved and Jennifer seconded, that the Board approve the appointment of Betty to be the Vice-Chair until the AM in 2024. The Board unanimously approved. It was noted that this appointment is only for one year; the Nominating Committee will have to find someone to fill this role and eventually take on the role of President.

## 7. **Fairfield Pilot and Fall Registration Planning:**

- a) **Technology:** Roger tabled his Technology report, which focused on the Pilot planning issue.

The ad-hoc task force met over Zoom. Len looked into using Zoom for registration and Roger did the same for Eventbrite. Roger showed demos for how each would appear to our registrants. Both have pros and cons. The ad-hoc committee recommends Zoom. Roger also reported on the feedback he got from the Technology Chair at Lifelong Learning in Mississauga. They have successfully used Eventbrite for all their registrations for some time. After some discussion, the Board decided that Zoom would be the better alternative at this point.

**Motion:** Deb moved and Betty seconded that we use Zoom for the pilot registrations. The vote was unanimous in favour.

Roger, Rosemary, Len and Maryann Klocheck met at Fairfield to set up and check the A/V setup. The setup worked fine. Len reported he approached a former member of the A/V volunteer team who is willing to assist at the events.

The topic of nametags was raised. We no longer have the software to produce these, and the general feeling was they would not be necessary. Registrants should bring their registration confirmation and the door monitors will have a list of registrants to check off.

## 8. **Business Decisions needed for Pilot:**

- i. Beverages: new Fairfield restrictions mean we cannot use the hallways for this. The lounge is probably too small. We can suggest registrants bring their own water bottles.

**Motion:** Deb moved and Betty seconded that we do not provide refreshments at the Pilot. Vote was unanimous in favour.

- ii. Masking: we agreed we should not require masks and even recommending is somewhat dubious. LU volunteers need not wear masks. At this point, we are not even sure we should bring up the subject with our registrants.

- iii. Attendance numbers: we believe 120 is the limit, including volunteers.

- iv. Staffing the Pilot: we have the AV Team and two volunteers (Rosemary and Maryann) to go into the audience with mikes for questions. We need 2, possibly 3, door monitors.

- v. Volunteers: We need someone to determine if we need other volunteers, find these volunteers and coordinate their duties. Deb agreed to do this.

vi. Pre-Registration for select group, including volunteers. After some discussion, we agreed it would be best to not do this at the pilot.

**Motion:** Deb moved and Maureen seconded that we not have any pre-registration. Vote was unanimous in favour of this motion.

9. The next meeting will be on July 25, at 3 p.m.

The meeting was adjourned at 4:16 p.m.

Dated June 27, 2023

---

Deb Forsyth-Petrov, Chair

---

Rosemary Tessier, Recording  
Secretary