

Learning Unlimited for Etobicoke Seniors
Board of Directors Meeting Minutes
November 18, 2025, 3:00 P.M.

Present: Betty Horton, Maureen Clancy, Lynn Elder, Deb Forsyth-Petrov, Susan (Sally) Lewis, Roger Tessier, Rosemary Tessier, Adi Treasurywala.

Absent: Jennifer Denomme.

1. Call to Order: Betty Horton called the meeting to order at 3:00 p.m. She advised that Notice of the meeting having been provided to all Board members in advance, and a quorum being present, the meeting was duly constituted to conduct business. Betty asked Rosemary Tessier, the Recording Secretary, to take the minutes of the meeting.

2. Approval of the Agenda:

Motion: Maureen moved, and Lynn seconded that the Agenda be approved. The motion was approved unanimously.

3. Approval of Minutes:

Motion: Sally moved, and Roger seconded that the Minutes of the September 16, 2025 meeting be approved. The motion was approved unanimously.

4. Nomination Committee Plan and Status Report:

The plan and report were tabled by Deb. She emphasized that getting more Board members is the highest priority. She voiced her concern that if we do not acquire more Board members in the next 2 or 3 years, we may be shutting down in 5 years.

Website materials have been updated, letters are being sent to members, and we are posting on the Volunteer Connect website. We advertised the Recording Secretary and Director-at-Large positions there. We have already received an application for the Recording Secretary position. We are investigating the Volunteer Toronto website as well.

We discussed a previous attempt to advertise for volunteers through retired teachers' networks. Rosemary will contact a friend who might be able to help with this. We also noted that other similar organizations are also struggling to get volunteers. This appears to be a post-Covid phenomenon.

5. Policies and Procedures Manual annual review:

Lynn tabled the updates using two documents: 1) to February 18, 2025, which included two new sections - Membership Engagement and Social Media, and a re-write of the Technology section, and 2) to September 16, 2025 which had a few small changes. She reviewed the changes and asked for questions.

Clarification was needed re paragraph 7.02.03. Our decision post the 2024 review was that registration for the Fall session would open 2 weeks after the close of Winter registration. As we did not know the status of having technical help to present an in-person series at that point, we decided not to do this. We discussed the benefits and shortcomings of each approach. No one was in favour of the early registration, so we will return to opening by Labour Day.

Lynn also advised that a further change would be added, namely that in section 6.07.04, the Membership Engagement section, a cross reference to 9.05 (Social Media section) would be made to remind that using images that are not copyrighted does not only apply to social media but to all formats of communication.

Motion: Lynn moved that we approve the Policy and Procedures Manual with the few changes we discussed. Deb seconded. Approval was unanimous.

6. Budget Proposal:

Betty tabled the Budget Proposal for fiscal 2026 in the form of a report and the resulting statement of revenue and expenses. She explained that her approach was to determine how many registrations we would need to break even. For the Winter session, with 2 series, we would need 396 registrations. For the Fall session, with 2 Zoom and 1 in-person we would need 306 for the Zoom assuming 100 for the in-person.

She also proposed that we continue with our past policy that when something unexpected comes up that is not in the budget, rather than dismissing it, saying it's not in the budget, we should evaluate it at the time and decide if we need it and can afford it.

Motion: Maureen moved that the budget as presented be approved. Sally seconded. Approval was unanimous save for one abstention.

7. Reports:

- a) Treasurer's Report was tabled by Betty. There were no questions.
- b) Corporate Secretary's Report was tabled by Lynn. She noted she attended the Carter's Annual Charity and Not-for-Profit Law Webinar and found it useful. She also noted that because of the time commitment needed for her work on the Nominating Committee she is shelving the project to review other forms of document storage.
- c) Curriculum Committee's Report was tabled by Sally. She noted Rick Phillips will be doing an in-person in Fall 2026 with a music topic and Mike Daley will be doing a music-focused event in Winter 2027. It was not felt that these would be conflicting.
- d) Membership Engagement's Report was tabled by Maureen. She reported having difficulties uploading an ad to the Neighur Newspaper. Lynn is helping her with this.
- e) Registrar's Status Report had been posted by Jennifer. There were no questions.
- f) Technology Report was tabled by Roger. He stated he would be willing to host both Winter 2026 Zoom webinars, if necessary, but he hopes Fran Wilkinson will be willing to host one.
- g) President's Report was tabled by Betty. She noted we have decided to do only 2 Zoom lecture series for the coming Winter but we will have to decide how many to plan for in the winter of 2027 in order to give the

Curriculum Committee the guidance they need to plan for speakers. The decision should not be financial alone but must include having a third Zoom Host.

8. Business arising from Prior Minutes.

Five items were moved to future meetings.

9. Next meeting: December 9, 2025, at 3 p.m.

10. Adjournment

Motion: Roger moved that the meeting be adjourned.

The meeting was adjourned at 4:15 p.m.

Betty Horton, Chair

Rosemary Tessier, Recording Secretary