

**Learning Unlimited for Etobicoke Seniors**  
**Board of Directors Meeting Minutes**  
**September 16, 2025, 3:00 P.M.**

**Present:** Betty Horton, Maureen Clancy, Jennifer Denomme, Deb Forsyth-Petrov, Susan (Sally) Lewis, Roger Tessier, Rosemary Tessier.

**Absent:** Lynn Elder, Adi Treasurywala (technical difficulties).

**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:** Sally moved, and Deb seconded that the Agenda be approved, with an amendment clarifying that the Nominating Committee will focus on recruiting Board director volunteers only. The motion was approved unanimously.

**3. Approval of Minutes:**

**Motion:** Roger moved, and Sally seconded that the Minutes of the August 19, 2025 meeting be approved. The motion was approved unanimously.

**4. Key Focus Areas:**

Recruitment and retention of volunteers was prioritized over revenue by Betty. Betty and Maureen attended a TAN session which highlighted strategies to attract and retain volunteers. Various ideas were mentioned, including SWOT analyses, a buddy system, recognition initiatives, and position sharing. Betty also mentioned using Volunteer Connect to advertise specific roles, which Lynn had suggested and researched earlier in the year.

The goal is to draw up a strategic plan for attracting and retaining volunteers by next spring's Annual Meeting. Anyone who has experience

in drafting strategic plans or has an interest in participating should contact Betty. An ad hoc committee will be formed to work on the volunteer plan.

## **5. Re-Design of Website:**

The logo needs to include “Etobicoke” and should be re-designed. Possibly the whole website needs a more up-to-date look. A straw poll indicated the majority supported a new logo design and exploring a complete website make-over. The biggest obstacle is probable cost. Volunteer expertise might be sought.

## **6. Committee Reports:**

To streamline this part of Board meetings, Betty directed that there was no need to go over the details of reports tabled. Those who have posted reports only need to report on any more recent development or any issue important enough to require the Board’s immediate attention. Questions on the report contents would be fine.

- A) Treasurer: report was tabled by Betty. No questions.
- B) Corporate Secretary report and willingness to serve document had been posted by Lynn. Discussion of correct procedure for extending terms of Webmaster and Recording Secretary concluded that a majority of the Board voting in favour was all that would be required.
- C) Curriculum Committee: report was tabled by Sally. No questions.
- D) Membership Engagement Committee: report was tabled by Maureen. Roger asked when the first mailing to people already registered would go out:. Answer was the 10<sup>th</sup> or 11<sup>th</sup> of October
- E) Registrar’s Report was tabled by Jennifer. It was noted that revenues from current registrations would amount to \$5,000 more than in the budget.
- F) Technology report was tabled by Roger. No questions.
- G) President’s report was tabled by Betty. The details had already been covered in the meeting.

**Business arising from Prior Minutes:**

Policies and Procedures Manual Annual review will be discussed and voted on at the October 21 meeting.

The BMO event to publicize LUE will be held only on Thursday, September 25. Betty and Lynn will cover from 10 a.m. until noon. Maureen and Sally will cover from noon to 2 p.m.

**7. Other business:**

Rosemary requested that Board members who have material to post for a Board meeting on the private website email the material to her rather than posting these items themselves. This will improve consistency and completeness of information.

The next Board meeting will be on October 21 at 3 p.m. on Zoom.

Roger moved that the meeting be adjourned.

**Adjournment:** the meeting was adjourned at 4:16 p.m.

September. 16, 2025.

Betty Horton, Chair

Rosemary Tessier, Recording Secretary