

Learning Unlimited
Board of Directors Meeting
MINUTES
June 18, 2020

Present: Glenn Yaffee, John Page, Ann McElhinney, Yash Sthankiya, Jim Darling, Roger Weaver, John MacMillan, Shirley Hartt, Deb Forsyth-Petrov, John Bonsall, Wendy Ryerson, Len Klochek, John Willson, Judy McCormick

Guests: Roger Tessier, Rosemary Tessier,

Regrets: John Page, Audra Hudek

1. Call to Order: 1:32 pm

2. Approval of the minutes of the last meeting: With the addition of the list of new members on the board. Moved by Deb Forsyth-Petrov, seconded by Ann McElhinney
Approved

3. Business arising from the Minutes of March 12, 2020

3.1 Board Members' Job Descriptions

Glen will send out job descriptions for final review and requested that they be reviewed and returned within 30 days. They will be posted on the website and a hard copy maintained.

3.2 Fairfield will be closed for the remainder of 2020. We have received a refund of one half of our prepaid fees. We will be given first refusal on reservations when the facility opens.

3.3 Two of the speakers donated back their fees.

3.4 We have a legal obligation to hold an AGM within 90 days of the lifting of the emergency regulations. Baring further restrictions, the AGM will be held in October on a date to be decided. It will be conducted on-line if there is no safe alternative. Members will be notified by e-mail.

4. New Business

There was discussion on how we would proceed with the Fall Lectures. Some of the issues raised:

- . The possibility of using recorded lectures was raised but dismissed due to copyright issues
- . The cost of using Zoom's webinar feature would be \$500.00 per month for six months which would accommodate 1000 participants
- . Zoom has privacy and lock out features, as well as Q & A facilities rather than using the Chat function. They control admission.
- . There is readily available participant data

- . The use of the Zoom system would include their registration function with an integrated PayPal system, and this process would be separate from our previous Aborg registration which would be reinstated when the Covid 19 situation no longer prevails.
- . The rule of two year participation requirement necessary to maintain LU membership would be waived during these exceptional times.

MOTION: To adopt the Zoom system with the webinar add-on for the fall Lecture series.

Moved by: Ann McElhinney Seconded by John Willson PASSED

MOTION: To keep the fees for the lectures the same unless new information from Zoom requires further discussion.

Moved by John MacMillan Seconded by Judy McCormick PASSED

MOTION: To keep the lecturers' remuneration unchanged.

Moved by Deb Forsyth-Petrov, Seconded by Yash Sthankiya PASSED

MOTION: To begin monthly purchase of the Zoom webinar program with up to 1,000 participants effective September 1, 2020

Moved by Deb Forsyth-Petrov Seconded by John MacMillan PASSED

It was also decided that the A-V Committee Chair would purchase the smaller webinar package for under \$100 to gain familiarity with and begin training the A-V team this summer.

5. Preparation and Communication

- 5.1** The A/V Committee will convene to become familiar with the Zoom software and will include the Curriculum committee at the point of involving the emcees and the presenters. Practice webinars and presenter rehearsals were recommended with the presenter given a copy of the rehearsal recording.

Deb Forsyth-Petrov and Jim Willson will work with Glenn Yaffee on the content of the communications with members. It was suggested that:

- . We advise members that we intend to provide a service as close to what they are used to as possible.
- . We explain what we intend to do and how we intend to do it.
- . We assist with Zoom information or advise where to obtain it.
- . We are unable to advise on the operation of members' devices.

Committee Reports:

5.1 Audio-Visual

John MacMillan suggested that the A/V required more help. Jim Darling, and Roger Weaver volunteered to assist.

There was discussion that not all of the Curriculum Committee Coordinators might be comfortable acting as emcees on Zoom. Glenn Yaffee indicated he, among other members of the committee would be willing to form an emcee resource pool.

5.2 Curriculum:

The Fall 2020 and the Winter 2021 lectures have been finalized

The Fall 2021 and Winter 2022 lectures have been finalized.

There will be consultation regarding the comfort level of the speakers with the new format. It will be necessary to determine if the series co-ordinator is willing to act in the role of MC

5.3 Registration: Aborg has a work order in place covering updates on the website.

6.4 Social: Audra managed to donate the perishables to our volunteers so that the dairy products did not go to waste. After some consultation, with Glenn, Audra attempted to find some first responders that would enjoy our cookies. On not finding any hungry for sweets, seven boxes (\$140 approx) were donated to an Etobicoke women's shelter that had lots of hungry kids.

6.5 Third Age Network: John Willson reported on the May 25th meeting where there was discussion on the issue of incorporation, of rating speakers, of providing speaker lists and hints on obtaining speakers. He learned that LU was paying at the lower end of the range of prices.

- Some organizations felt the need for lawyer drafted speaker contracts. LU does not at this time.
- Burlington has been sued six times by copyright trolls, and TAN is planning to address this issue at a later time.
- There was a question if the member organizations' mandates included a social requirement, and if so would the Chat function fulfill that requirement.

6.6 Nominating Committee: Roger Weaver will provide the slate of the new board for the website. New board members have been invited to attend this and subsequent board meetings

7. New Business:

Proposed LU Discussion Group: Due to current circumstances, Yash Sthankiya will look into the formation of a discussion group next year.

8. Next Meeting: July 16, 2020 at 1:30 pm

9. Adjournment: 3:19 pm