



BOARD MEETING MINUTES SATURDAY, September 26, 2020

Present: Pamela MacLean, Vicki Willis, Dixie Cress, Kathy Harvie, Allison Magee, Sue Gilmour, Elizabeth Hill, Kathy d'Entremont, Susan Hazelwood, Debra Carey, Bibiane Lessard, Deb Bowes-Lyon, Sharon Bryson, Ann Jones, Jamie McLellan, Sandi Carroll

Regrets: Geoff MacDonald

Not Present: Elsie Locke, Valerie Despres, James Skinner, Betty Anne Cameron

Pamela thanked everyone for joining the meeting via Zoom.

1. Review Minutes of October 19, 2019 Meeting

- Deferred until April 2021 Board Meeting.

This was a shortened meeting to discuss items that we felt needed to be addressed before the April 2021 meetings. Therefore, the usual format for the meeting was not followed,

2. Old Business

- Deferred until April 2021 Board Meeting.

3. New Business

a. Treasurer's Report

- Susan read Allison's report as presented at the Executive meeting on September 14.
- Current balances: chequing - \$10,076.71 and savings - \$11,425.85.
- Allison reported that \$8,692 was received, along with the Assessment Forms, for the 2020/2021 year.
- \$3,278 paid to the nursery for the Plant Giveaway has been refunded and all club cheques for extra plants have been shredded.
- The \$1,000 paid to MSVU for the cancelled convention has been refunded.
- There may be some expenses submitted by board members, but they likely won't exceed \$500.
- **Allison** will contact the Board Members who agreed to perform the audit and get that done.
- Pamela moved to accept Treasurer's report as read. Motion carried.

b. Board Positions

- Vicki presented the attached information.
- Bibiane has agreed to stay for a second term and Liz will stay for one more year. Elsie has resigned effective immediately.
- We may consider moving Tags & Seals to the Treasurer and Awards to the Vice-Chair. This will be taken care of by these 2 Board members until the April meeting, at which time moving them permanently will be discussed.
- Vicki recommended that the start and end dates of the District Directors should be included in the Board Handbook. **Susan** will add that information to Section 4b.

- Pamela moved to accept Board members on a temporary basis until they can be approved by the membership at the 2021 AGM and to keep the current Executive in place until the 2021 AGM. Motion carried.
- c. Convention 2021**
- Based on recommendations from the 2021 Convention Committee, the convention has been cancelled.
 - Liz reported that no money has been lost and that The Inn on Prince (formerly the Holiday Inn) has been booked for 2022.
 - Pamela moved that District 3 hold the convention in 2022, District 4 in 2023 and that then we go back to the regular schedule. Motion carried.
 - **Susan** will update this in the Board Handbook and Clubs Presidents Handbook.
- d. Annual General Meeting 2021**
- Pamela moved that the 2021 AGM be held on June 5, 2021 via Zoom or a similar appropriate virtual platform. Motion carried.
- e. Plant Giveaway 2021**
- Jamie reported that Jolly Farmer was fantastic to deal with and was willing to refund 100% of our money. There was no backlash from the clubs at all about not getting the plants this year.
 - We discussed whether we should be providing plants in the spring. We gave a commitment to give 2 plants in 2021. It was felt that, due to unusual circumstances this year, that we should not plan to deal with plants in the spring.
 - Jamie moved that we postpone the plant giveaway until at least the fall of 2021 and that we look at sourcing bulbs. Liz seconded. Motion carried.
- f. Membership Dues and Assessment Forms**
- The Executive proposed that we won't ask clubs for Assessment Forms because they will be even more difficult to get this year than usual because most clubs aren't meeting in person, if they are meeting at all.
 - **Directors** were asked to provide an update from each club on changes to the presidents, secretary and communications contact.
 - Insurance premiums will be paid as per usual in March 2021.
 - It will be up the clubs to decide if they wish to collect dues and keep the money themselves.
 - Pamela moved that we waive the requirement to have clubs submit assessment forms and dues for the 2021/2022 fiscal year. Motion carried.
- g. Issues Needing Discussion**
- Zoom support to clubs
 - There was discussion about if we should be providing Zoom financial and technical support to clubs so that they can hold meetings.
 - The free version of Zoom allows 40 minutes and 100 participants. If you run out of time you can start a new meeting.
 - Members can contribute to the \$23 cost of the subscription.
 - Zoom does not allow for subscriptions to be shared among host email addresses.
 - It is likely that someone in the club already has a subscription that could be used.
 - Ann indicated that she would be willing to guide a few clubs through Zoom.

- Sharon suggested that the District Directors contact clubs to see if they can support one another.
- **Pamela** will add the above information to the letter that she is putting together to send to the clubs.
- Facebook
 - There are almost 10,000 members on our Facebook site, and it is very active.
 - Ann and Kathy H. monitor the site on a regular basis and have taken down 6 inappropriate posts recently.
 - Ann and Kathy H. feel that adding another Admin to the site will complicate things.
 - We need clubs to promote themselves on the Facebook site more and NSAGC needs to do the same.
 - **Susan** will compile a list of club websites and Facebook sites and send to the District Directors.
 - Deb stressed that we need Facebook guidelines. **Deb** will send the draft Social Media Guidelines that were started last year to the Executive. After input from the Executive they will be sent to the Board for their input. The final version will be brought to the April Board meeting for approval.
 - Ann noted that there are Facebook guidelines under the About tab and that these were approved by the Board when we first launched the site.
- Contact with Clubs
 - Deb, Bibiane and Pamela all said that it is important to maintain contact with the clubs in order to not lose them.
 - Pamela stressed that it is also important for clubs to keep in contact with their members.
 - The District updates indicate that clubs are somewhat active during this time of COVID.
 - Pamela will send a letter to the clubs with messaging around the Directors remaining in place until the AGM, encouragement to keep active, no dues/assessment forms, insurance coverage will remain, plant giveaway is postponed, clubs should promote themselves on the NSAGC Facebook page, etc.
- Handbooks
 - Normally Susan would have brought updates to the Board Members Handbook to the April 2020 Board meeting. There have been updates to a number of the sections.
 - **Susan** will send the updated Handbook out and any changes can be brought up at the April meeting.
 - *(Not discussed at the meeting, but the Club Presidents Handbook will have the appropriate sections changed and be distributed as well.)*
- Other
 - Nothing has happened with respect to redesigning the web site.
 - Everyone is having problems contacting James. **Sandi** will get in touch with him.
 - Pamela said that everyone should delete emails from “her” that are asking for money, etc. as they are scams.
 - The executive has NSAGC emails setup that are sent to our personal addresses.

4. Reports Highlights

- District updates were distributed before the meeting and not discussed at the meeting.

5. Next Meetings

- April 24th (Executive) and April 25th (Board), 2021.

6. Adjournment

- Meeting was adjourned at 11:50 a.m.

Recorded by Susan Hazelwood

NSAGC BOARD 2020, Executive and Directors

Due to Covid 19 and the cancellation of the AGM and convention, the executive will remain in place until the next AGM in 2021

Executive

President	Pamela MacLean
Vice President.	Kathy d'Entremont
Past President	Vicki Willis
Secretary.	Susan Hazelwood
Treasurer	Allison Magee

Directors

1. Bibianne Lessard	2018	1 st term ends 2021
2. Sharon Bryson	2016	2 nd term ends 2022
3. Elizabeth Hill	2015	2 nd term ends 2021
North	OPEN	
4. Kathy Harvey	2016	2 nd term ends 2022
5. Sandi Carroll		Acting pending AGM
6. Sue Gilmore	2016	2 nd term ends 2022
7. Deb Bowes-Lyon	2019	1 st term ends 2022