

**DOGWOOD PAVILION SENIOR'S SOCIETY
MINUTES OF ANNUAL GENERAL MEETING
October 27th, 2021 at 1:00 pm**

O Canada

President, Susan Williamson, asked that everyone stand for the playing of O Canada.

One Minute of Silence followed, in memory of those members who are no longer with us.

The meeting was called to order at 1:00 pm by President, Susan Williamson, with 77 members in attendance (including 13 Board members).

1.0 Approval of Agenda

MOTION: That the Agenda for the October 27, 2021 Annual General Meeting of the Dogwood Pavilion Seniors Society, be approved.

MOVED BY: Harjit Nijjar

SECONDED BY: George Metcalf

CARRIED UNANIMOUSLY

2.0 Opening Remarks and Introductions

The President welcomed members to the 2021 Annual General Meeting, followed by the introduction of the members of the Advisory Board.

Susan Williamson, President
Wilhelmina Martin, 1st Vice President
Barry Lang, Financial Director
Loraine Currie, Financial Assistant Director
Harjit Nijjar, Director at Large
Ted Yeoh, Director at Large
Jack Obst, Social and Educational Director
Diana Stewart, Social and Educational Assistant Director
Mario Acosta, Cultural Director
Elaine Francis, Cultural Assistant Director
Mark Merry, Sports Director
George Metcalf, Temporary Director - Membership
Pat Larsson, Executive Secretary
Lesley Joyce, Recreational Supervisor – City Staff
Absent: Christine Stanley, Crafts and Games Director
Karen Myton, Crafts and Games Assistant Director
Bob Willems, Sports Assistant Director

3.0 2019 AGM Minutes & Business Arising

The members present were asked if there was any new business. There being no new business or business arising from the Minutes, members were asked for a motion to approve the March 27, 2019 Minutes of the Dogwood Pavilion Seniors Society Annual General Meeting.

MOTION: That the March 27, 2019 Minutes of the Dogwood Pavilion Seniors Society Annual General Meeting, be approved.

MOVED BY: Kathy Leko

SECONDED BY: Cec Coristine

CARRIED UNANIMOUSLY

4.0 Advisory Board Reports

4.1 Finance

Barry Lang, Financial Director

- Barry presented and discussed the Financial Report showing the Comparative Balance sheets as of December 31, 2018 to December 31, 2020. Financial Report was available to all members present. Questions from the floor were addressed.

MOVED BY: Barry Lang

SECONDED BY: Willy Martin

MOTION: That the Financial Report – Comparative balance sheets as of December 31, 2018, December 31, 2019, December 31, 2020 be received as presented.

CARRIED UNANIMOUSLY

MOVED BY: Barry Lang

SECONDED BY: Willy Martin

MOTION: That the Financial Statement to April 30, 2021 be received.

CARRIED UNANIMOUSLY

- Barry gave a special thank you to Lorraine Currie, Assistant Financial Director for her assistance throughout the years.

4.2 Social & Educational

Jack Obst, Social and Educational Director

- 2019 was a successful year with activities ending on a positive note.
- 2020 started a bit slow but was picking up just as Covid hit, shutting the Pavilion down.

- Board meetings continued by Zoom with all the challenges of using new software.
 - New software was installed, an introduction to Perfect Mind, which impacted the registration for some activities, most notable in the Bridge activities.
- The Society website received considerable discussion on revamping the look, content and presentation.
- The changed relationship between the Pavilion and the Society revealed areas requiring closer attention.
- 2021 highlighted the need for a Society membership list including activities that all individuals participate in.
 - George Metcalf was and continues to be a great help in creating and maintaining our new membership list.
- Garden club held a successful plant sale in June.
- September saw a limited start in activities within curtailed operating hours.
- Most activities had a successful return with everyone adjusting to social contact after an absence over an extended period and members were happy to be back at Dogwood.

4.3 Crafts & Games

Christine Stanley, Crafts and Games Director

- There have been a lot of changes since the Spring of 2019.
- At the start of 2019 the Assistant Director elected to step down. It is with great thanks that all those who know her, give special recognition to Barb Muskeyn for her many years of service to the Dogwood Society.
- A review of 2019 and the beginning of 2020 had the usual social and enjoyable offerings in the Crafts and Games area:
 - Bingo, Canasta, Chess, the Art Club, Cribbage, Mexican Dominoes, Lapidary, Turn Up and Paint, Poker, the Puzzle Corner, Dogwood Quilting Sisters, Scrabble, Woodworking and Wood Carving.
- Special thanks to the Craft ladies who work tirelessly one day a week at Dogwood and in their own homes to keep our gift shop well supplied. There is also the group of volunteers who work in the gift shop to sell those products to help many of the Society endeavours. One should also know that many of the other craft people do as a group or singularly donate to other places in the community. Those most often are from Quilting Sisters, Lapidary, Woodworking and Wood Carving.
- The AGM of 2020 was cancelled due to the start of Covid 19 shut down of facilities.
 - Near the beginning of the Pandemic, we had fun honouring Al Philips of Woodworking and Wood Carving on his 90th birthday by his friends participating in a drive by parade.
- We continued as best we could during the summer of 2020 by sometimes meeting in a local park.

- Woodcarvers joined on Saturday mornings with the Port Coquitlam Group in Lions Park. Others joined us in Blue Mountain Park on Monday afternoons. Those that could, came to Dogwood in limited numbers in the Fall of 2020 and then there was a complete shut down once again.
- In the Spring of 2021, a second AGM was cancelled. With the advent of the vaccine, Dogwood staff once again welcomed some of us back. Slowly we will return to the many comforts and social activities of the Dogwood Pavilion. For awhile it will be on a limited or conditional basis but hopefully by the new year we will be almost at a 'new normal'.
- A leader is needed for Bingo before it can start again. If anyone is interested, please contact me or Marion Anderson of the Quilting Sisters.
- Special thanks to Karen Myton for taking the position of Assistant Director when Barb left. Marion Anderson has agreed to take on the Assistant Director position as Karen steps down.
- Finally, I would be amiss if I did not thank the Executive of the Dogwood Senior's Society and the City Staff. Both groups have worked tirelessly to get us where we are to be able once again to start enjoying a special place.
- Thanks to all who continue to support Dogwood Pavilion. Change is a way of life; we have all had many changes: Covid, a new Service Agreement are just new experiences in our path of life.

4.4 Sports

Mark Merry, Sports Director

- Mark introduced himself to the members and thanked them for coming to the AGM. Mark is going into his second term as Sports Director
- Covid has changed the way we do things and we've seen, at one-point, total closure of all sports.
- Though we have many challenges, we've had some success in opening many of the sports activities. Most are reopened now with exception of golf.
 - Slow Pitch has enjoyed a good season with several teams; snooker and table tennis are up and running; hiking and biking groups have resumed, bocce and carpet bowling are competing again; and pickle ball, inline roller skating, and ice skating have just started up.
 - I'm unsure of the status of dragon boating at this time and floor hockey has suspended play due to scheduling challenges.
- Mark thanked the sports activity leaders and their assistants, the City coordinators and liaisons for making it possible to reopen our sports again.
- In regards to current unresolved sports issues and future issues, I plan to approach the appropriate people to settle these needs.
- If you have any sport related questions or concerns, please contact Mark or Bob Willems, Assistant Sports Director.

4.5 Cultural

Mario Acosta, Cultural Director

- Mario commented that four years ago, he and Elaine Francis accepted the nomination as Director and Assistant Director of the Cultural group.
 - It has been a good experience, because of the leaders of the different activities under the Cultural group.
 - All of the leaders are dedicated, responsible, caring, going the extra mile for their members.
- Life writing, book club, genealogy, photography, hymn sing, drama, choir, dance, South Asian group, RV roamers are very inclusive, diversified and dynamic.
- When Covid arrived, leaders came up with different ideas for how groups might still meet or keep in touch. Sometimes it was a caring phone call, or getting together in a park or parking lot on good weather days. Some also used Zoom to meet and share ideas.
 - Dance group looking for a safe place to hold their activity and may start up again as a line dance group.
 - Drama is now rehearsing for Miracle on 34th Street.
 - Songsters and Hymn Sing not able to start up yet due to nature of the activity and Care Homes are currently closed to these activities
 - Eighty percent of groups are now up and running. All Health rules and restrictions are followed strictly.
- Mario thanked all the leaders for making the past four years so successful by working together to make the Dogwood Seniors Society an enjoyable place for seniors.

4.6 Recreational Supervisor Report

Lesley Joyce, Recreational Supervisor

- Lesley welcomed the members, commenting it was nice to see people coming back to Dogwood.
- Lesley commented on the ability of everyone to adapt to the new Covid health rules and regulations.
 - Due to Covid there have been a number of staff changes with some staff moving and others going to new positions.
 - Chris is a new Programmer replacing Melissa who has moved; Lorraine will be retiring at the end of this year.
 - There have also been changes to front desk staff and to kitchen staff.
- Lesley mentioned the New Service Agreement with the City and the Dogwood Seniors Society. She also mentioned the joint City and Seniors Society Program Activity Committee (PAC), both of which have been meeting during Covid.
- She hopes that things will revert back to a more normal situation in January with more staff and increased hours and space available.

- She mentioned that masks are still required in most areas and vaccine passports required for some activities.
- Staff will advise when masks can be removed; e.g., eating or drinking. They must be worn when entering and exiting the buildings.

4.7 President's Report

Susan Williamson, President

- Susan reported that the past two years have been challenging for the Board and the Society, but the Board has remained active, in spite of the pandemic, meeting on regular basis either in person or by Zoom. We've kept in touch with City staff and received regular updates on the impact of provincial health orders on operations at Dogwood and on the City's plans for the gradual reopening of the facility.
- One major focus for the Board, however, has been the development of the Service Agreement with the City. The development of the Agreement was first mandated as part of the City's Senior Strategy almost four years ago. After a delay because of a leadership reorganization in Parks and Recreation Department, negotiations began in 2019 and we are only just now concluding these negotiations. This agreement has resulted in some changes for our Society. These changes were made necessary following legal advice received by the City. For example: we are now responsible for registering our own members and as of today over 800 people have applied to join the Society. Membership fees are now paid directly to the Society and the City no longer charges for a Pavilion Pass.
- The Agreement also allows the Society to expand its Advisory role and we will meet on a regular basis with Parks and Recreation Management Personnel and with the personnel from City Corporate Communication Division to offer suggestions and feedback on issues.
- The Society, however, now has to purchase Liability Insurance for activity leaders. We have to take on more responsibility in the area of health and safety management and volunteer orientation and training.
- The Agreement has been reached after countless hours of discussion and I and would like to acknowledge my fellow members of the negotiation team: Barry Lang, Willy Martin and Bob Willems who spent countless hours in meetings with City staff and were outstanding advocates for your interests and those of the Society.
- Dogwood can be proud of the fact that for many years it has been able to offer the Seniors of Coquitlam a variety of activities to meet their interests but its continued success will depend on it remaining relevant to the ever-changing needs and demographics of the community. To help with this task we have formed a new joint committee with the City, The Program Activity Committee whose role will be to monitor and evaluate our present offerings at Dogwood and to determine the viability of new ideas for programmes and activities and to make recommendations to the Board about new offerings.

- The committee is anxious to hear any ideas you may have regarding things you would like to see offered at Dogwood.
- It is important at this time that we take the opportunity to recognize the many people who contribute making Dogwood a vibrant Community.
- Firstly, the Volunteers.
Volunteers play a huge role in leading and supporting our Activities here at Dogwood and I would like to acknowledge their valuable contributions to our Society and thank them for their efforts.
- Secondly, City Staff
- Throughout these unusual times, they continued to offer friendly and helpful service. I personally have very much appreciated the assistance they have given us during our recent membership drive. They continue to help make Dogwood a caring and welcoming place.
- I'd like to thank the members of the Board for their patience and support throughout this past different and difficult year. They too are volunteers and throughout the pandemic they have devoted many hours working on behalf of the Society and its members.
- We have several Board members who will not be continuing with us next year: Mario Acosta, Elaine Francis, Karen Myton and Jack Obst. I'd like to acknowledge their contribution to our activities and wish them well in the future. And at this time, I'd like to welcome some new members to our Board: Diana Stewart who will be our new Social Educational Director, and her Assistant Director, Mary Allen and Marion Anderson who will be Assistant Crafts and Games Director. Welcome! There will also be some other changes to the Board next year and these will become evident as we proceed with the elections later on the agenda.
- Finally, thank you to all our members for your support and we look forward to a year full of new opportunities and achievements.

5.0 Other Business

5.1 Special Resolution - Society Constitution and Bylaw Changes

- Willy thanked Susan Williamson for her tireless efforts working for the Board and endless hours working on the Service Agreement with the joint committee. Willy also made mention of the new website currently being worked on.
- Willy spoke about the Special Resolution – Society Constitution and Bylaw changes. This information was made available to all members two weeks prior to the AGM, on our website and at the Hostess desk in the Pavilion lobby.
 - To adopt the new Constitution and Bylaw changes, we must have two thirds of our members present approve the changes.

MOVED BY: Willy Martin

SECONDED BY: Barry Lang

MOTION: That the changes to the Constitution be approved.

CARRIED UNANIMOUSLY

MOVED BY: Willy Martin

SECONDED BY: Barry Lang

MOTION: That the changes to the Bylaws be approved.

CARRIED UNANIMOUSLY

6.0 Elections

6.1 Nominating Committee Report

- The Nominating Committee for the elections were Ted Yeoh, Director at Large, Harjit Nijjar, Director at Large and Pat Larsson, Executive Secretary.
- Ted advised that there are five Board positions to be filled:

President, Nominated - Willy Martin

1st Vice-President, Nominated – Bob Willems

2nd Vice-President, (Membership) Nominated – George Metcalf

Directors at Large (2 positions) – Nominated - Ted Yeoh (1 year term), Barry Lang

6.2 Election for: President, 1st Vice President, 2nd Vice President, 2 Directors at Large.

- Ted asked if there were any nominations from the floor for each of these positions. There being no further nominations for any of the positions, therefore all positions were elected by acclamation.
 - **President: - Willy Martin**
 - **1st Vice-President - Bob Willems**
 - **2nd Vice-President - George Metcalf (Membership)**
 - **Directors at Large - Ted Yeoh (1year term) and Barry Lang**
- It was mentioned that we need both a Director and Assistant Director for the Cultural Group. Anyone interested please contact Willy Martin.

7.0 Special Recognition

- Dogwood staff were thanked for all the work they do in supporting the members of the Dogwood Society. Staff members were presented with boxes of chocolates
- Willy also made special recognition to thank Meena, a graphic designer, who is volunteering her time to construct our new website.

8.0 Adjournment

MOVED BY: Diana Stewart

SECONDED BY: Bev

CARRIED UNANIMOUSLY

MOTION: That the Annual General Meeting be adjourned at 2:15pm.

Members were invited to stay for complimentary refreshments.

