

The Dogwood Pavilion Seniors Society acknowledges that we are on the traditional ancestral and unceded territory of the Kwikwetlem First Nations. These lands are also the traditional territories of the Tsleil-Waututh, Qayqayt and the Katzie First Nations.

**DOGWOOD PAVILION SENIOR'S SOCIETY
MINUTES OF THE ANNUAL GENERAL MEETING**

March 28, 2024 at 2 pm in the Mike Butler Room

Call the Meeting to Order: President Willy Martin called the meeting to order at 2pm.
Confirmation that a quorum has been met (63 members present, including Board members)
Singing of O' Canada
Territorial Acknowledgment – Willy Martin, President
One Minutes of Silence in recognition of those no longer with us.

1.0 APPROVAL OF AGENDA

MOVED BY: Al Phillips

SECONDED BY: Linda Bloudoff

MOTION: That the Agenda for March 28, 2024 Annual General Meeting of the Dogwood Pavilion Senior' Society, be approved.

CARRIED UNANIMOUSLY

2.0 Opening Remarks- President's Report, introductions

As we begin to enjoy the warmth of Spring, this year our thoughts turn to the renewal of warm temperatures, new experiences and the renewal of our Society memberships which have just taken place. As of this week we have over 1700 renewed memberships and the seasonal groups are starting to return. We are grateful for everyone who has renewed their memberships for 2024.

In particular we are grateful for the hardworking Ambassadors who staff the Society Service Desk to help sign up and renew members as well as answer questions and greet visitors to the Dogwood Pavilion with a smile and warm welcome.

Departures:

Over the past year we have seen the departure of the Nothin Dragon Boaters team who have moved to the Inlet Rowing Centre in Port Moody. They have formed their own Society and we wish them great success in their fun and very worthwhile endeavors. We have also seen, as a result of the definition of the Precinct parameters, the departure of the Ice-Skating Activity Group who utilize the skating arena. They are now functioning as a private community group and joining public skating programs.

Arrivals:

We are pleased to see the successful launch of the new Lapidary group 'Wire Wrapping' which meets on Friday afternoons. An initiative brought on by Karen Myton and her Director, Pat Lock. An enthusiastic group of members are now producing beautiful wire wrapped items to show off to family and friends.

Partnership:

Through the collaborative meetings between the City and the Society committee members we have successfully navigated a very positive new three-year Service Agreement extending to November 2027. This ensures the stability of our working relations and confirms the presence of the Society at Dogwood Pavilion for our senior's activities for the next 36 months. As a significant statement of our significance at Dogwood, the City has granted the Society exclusive use of an office space within Dogwood Pavilion for conducting Society business. This was an important step forward in our partnership with the City and we are delighted to have the space for our Society documents and meetings.

Leadership:

As a result of a request for legal assistance with our Service Agreement discussions, we were delighted to accept the volunteer service of Ann Carlsen. She has proven to be an exceptional guide to achieving our Society's goals in our negotiations with the City. As our Second Vice President had expressed a wish to retire, it proved great timing and a good partnership to appoint Ann to the Board as our new 2nd Vice President. She will be running for her first election to this role today. Ann is an experienced litigator and has also been a leader on major community committees in Coquitlam.

Collaboration:

The Society continues to meet quarterly with the Senior Coquitlam Recreation Management to address high level issues. The meetings include Susan Williamson, Past President, and myself as well as Lesley Joyce the Recreational Leader at Dogwood and Jim Lacroix, Recreational Manager, City of Coquitlam and Jennifer Keefe, Director Community Recreation and Culture Services. Examples of recent discussions include addressing the unsafe condition of the patio area due to a tree root displacement of the brick pavers, and air quality issues in the Woodworking room. Progress has been made in both issues as a result of these discussions and the working relationships have been positive.

Volunteer Recognition:

Over the past year the Society and the City have jointly worked on a new process for recognizing the tremendous value and effort provided by our volunteers without whom we could not offer our activities and supplement the City services as needed. We have agreed upon a new threshold of 50 hour of volunteer service in the previous year to qualify for an invitation to the Annual Volunteer Recognition Luncheon. Special recognition goes out to the Crafters who produce beautiful products which are sold in the Dogwood Designs gift shop with the proceeds donated to the Society to support our activities. We are now recognizing the work these hard-working craft people contribute while working on their projects at home as well as at Dogwood in their activity group. In addition, the Wood Carving group deserve special mention for their tremendous work for the Society and the Community in creating items upon request.

Education:

Director at Large, Marion Anderson working in conjunction with Christopher Yu, Programmer has been instrumental in providing twice yearly ongoing education opportunities for our Activity Group Leaders. Topics include working with difficult people, emergency procedures within the Centre, budget preparation. In addition, Marion has also organized the Board Retreats which offer additional time to explore topics which have arisen at the Board level.

Changes in Practice:

Effective March 20, 2024 (item 7.0), the Board voted to no longer retain or collect Emergency Contact Information on our Membership Application. There are challenges with accessing the Emergency Contact Information in a timely manner outside of facility hours and in particular for activities taking place outside Dogwood Pavilion. We recommend all members ensure their emergency Contact information is available on your person or on your telephone. We recommend flagging that information as an ICE (In Case of Emergency) contact.

We will be looking at documenting this year a clear statement of expectations of Activity Group Leaders. This is to ensure an equal standard of performance for all Leaders.

Executive Losses and Gains:

After eight years of dedicated service and exemplary service we are saying goodbye to Pat Larsson as our Executive Secretary. She has also been active as an Ambassador at the Society Service desk and on the Special

Events Committee. She has been the glue that has kept the Board running smoothly and will be sorely missed. She will be relocating to Penticton and we wish her a happy transition to her new location. Our next Executive Secretary, Elvira O’Kane will start next month and she is well known to both Pat Larsson and Ann Carlsen so we are in good hands.

In addition to Pat Larsson, we are saying goodbye to our Social and Educational Director, Diana Stewart who is stepping down to pursue her passion for volunteering in exotic locations. She will be travelling a great deal more but has promised to continue to volunteer for us when she is back in the Metro area and I am certain will continue with the Garden projects she is so passionate about. Sadly, her Assistant, Brian Harris has also decided to hang up his shingle and turn over the reins to a new volunteer leader so we now have two new members leading Social and Educational Activity Group portfolio. Linda McCaig is the new Director and Lita Rolofs will be her assistant. Both were elected in February for a 2-year term and we welcome them warmly.

After a lengthy search, we now have an Assistant Cultural Director to help Lionel Jackson. Darlene Rentz was elected in February and joins the team for the next 2 years. We could all feel the relief from Lionel to finally have some help with his portfolio.

Renewal of Leadership:

At this time, I would like to express my profound gratitude to the membership for your faith and support in the Executive Team over the past two years. I am very much I awe of the expertise and dedication of this Board and the willingness to work together to bring the activities and programs to our members. In particular I want to thank Mr. Bob Willems for his commitment and thoroughness in meeting the needs of the Society Executive and his support as 1st Vice President for the past 2 years.

This year is an election year for the Executive members: President, First and Second Vice Presidents, and for two or possibly three Directors at Large. As our membership has grown, so have the demands of the organization and we need to keep up. I want to thank you for the honor of serving you these past two years. I love working here and I am proud to let my name stand for a second term.

Submitted with Respect
Wilhelmina Martin

3.0 APPROVAL OF THE MINUTES OF 2023 AGM

MOVED BY: Francis Da Costa

SECONDED BY: Laura Rudland

MOTION: That the Dogwood Pavilion Senior’s Society AGM Minutes of March 28, 2023, be approved.

CARRIED UNANIMOUSLY

4.0 Advisory Board Reports

4.1 Financial Report

Ann Carlsen presented the Financial Report on behalf of Ritu Ahuja.

Copies of the Income Statement and Balance sheet have been available at the Ambassadors desk and available at this AGM.

Highlights of the Financial reports.

Income Statement:

In 2023, we had a net income of about \$26,000. Our main income is from:

Membership fees (almost \$24,000)

The Craft shop which raised almost \$15,000. last year in sales. Thank you to all the crafters, woodworkers, and members who contributed to or bought from the craft shop.

Activity fees

Revenue from fund raising, such as Dogwood Social (\$800.)
Donations (almost \$17,000.)
Our major expenses of about \$30,000. Included:
General and administrative expenses of about \$19,000.
Charitable donations of \$11,000.

Balance Sheet

\$1,000. Is in petty cash
About \$76,000. is in our bank account
Almost \$343,000. is in the BMO GIC
However, about \$243,000. is in restrictive development funds, which is restricted to capital expenditures.
In the past these funds have been used to upgrade the kitchen.
About \$69,000. is designated to Activity Groups which have been collecting fees.
Questions from the floor, no questions.

MOVED BY: Ann Carlsen

SECONDED BY: Susan Stock

MOTION: That the Financial Report, as presented, be received.

CARRIED UNANIMOUSLY

4.2 Social and Educational

Diana Stewart, as the outgoing Director, gave the report for the Social and Educational group. The Bridge membership is increasing and still lobbying for Sunday change of hours to run an afternoon session.

CNIB would like to increase membership and suggests spreading the word that anyone who is sight challenged would benefit from this group's assistance.

Friendship Circle would like to meet in a space other than the library as difficult to have personal conversations/expressions of emotions. Very supportive of one another.

Garden Club continues to grow in number; has partnered with City to host Indoor Plant Propagation workshop. Looking forward to doing this again. Plant sale Saturday May 4th from 9-1 at Hillcrest School.

Dogwood Ambassadors – keep smiling and welcoming everyone from the front desk. They also help with special events such as luncheons, teas, social dinners in setting tables and decorating.

Library is a comfortable place to visit and read, or you can take books and puzzles home to read and return.

W.H.O. Women Helping Others is a very lively group who have fun, enjoy games, have guest speakers or just conversations.

Diana is stepping aside to travel and do volunteer work. Linda McCaig, Director and Lita Rolofs, Assistant Director will replace Diana and Brian Harris. Diana thanked staff and Board members for assistance and mentorship. Diana can be found at the Ambassador's desk when not travelling.

4.3 Crafts and Games

Pat Lock presented the report for the Crafts and Games groups. Pat is responsible for 3 cards groups, 3 games groups and 2 arts groups. Turn up and Paint is a casual drop-in group. Coquitlam Arts Club is more structured and has opportunities for learning. Please look in the Lapidary window to see examples of what members make. On Fridays at 12:30 there is a new group called Drop in Wire Wrapping.

Next door is the Woodworking shop with 2 carving groups that make whimsical items and during the week woodworker members work on projects for themselves and the community.

The Quilting group makes beautiful items and donate them to worthy causes in the community. Variety Crafts is a group of men and women to work to make items for the very successful Dogwood Designs Gift Shop.

Please come to the Spring Visual Art Show and Rose Show on June 22nd and 23rd to see examples of the group's work.

Pat expressed her thanks to all the leaders who helped her during her first year.

4.4 Sports

Shirley Sung gave the Sports report on behalf of John Mazzarolo.

There is an increase in Sports membership and Shirley and John are working on assisting and promoting sports activities. They also attend meetings of various activity group and release the financial statements to Activity Group Leaders.

There is a waiting list for Pickleball that is being reviewed by Society Sports Directors and City staff.

4.5 Cultural

Lionel is pleased to welcome his new assistant Director, Darlene Rentz.

Book club meets once a month and works with the Public Library. The Library supplies 12 books each month that are read and discussed by the members.

Drama is meeting twice a week currently and puts on very professional live dramatic performances twice a year.

Genealogy helps each other research their family trees.

Life writing group shares their stories about life experiences.

Mixed Bag plays jazz and contemporary music every Sunday morning. They also put on performances with the Dogwood Songsters. The Songsters, Dogwood's choir, also perform at nursing and senior's homes.

Photography helps its members improve their skills and have photo shows in June and November.

Roamers plan trips throughout the Spring, Summer and Fall. They socialize throughout the year and play cards.

Social Dance is very popular with about 200 members, normally about 70 each week. They dance every Thursday night with a break over the summer.

South Asian groups celebrate through various social activities.

4.6 Membership

Current Membership is 1725

Thank you to Patt Edmiston who took over the membership data base from George Metcalf. Also working with Patt as part of the team, are Susan and Laura. Renewals have been steady but some groups such as Slo Pitch are just starting up and have just start renewing.

4.7 Recreational Supervisor's Report

Dogwood Senior's Society Supervisor AGM Report

Lesley thanked everyone for coming today.

Introduction and acknowledgment of the Dogwood Team.

- Program Coordinators – Chris and Laura
- Recreational Leader – Tayla
- BSW Team – Andrew, Sabrina, Baljit, Angel
- Front Desk team
- Kitchen team – Jill, Sheryl, Debbie, Catherine, Yuki, Victoria, Diego, Preeti and ALL of the volunteers who are critical to the keeping it up and running!

This past year our formalized Service Agreement between the City and the Society was due for renewal. We worked collaboratively to update and execute a 3-year agreement. Some of the major changes for this was providing a dedicated space for the Society to do its business and formalizing the groups we oversee.

I am proud of the work that we have done together and the relationship we have developed. Some of the exciting things that are happening within recreation in the City this year are:

- The opening of Town Centre Park Community Centre (TCPCC) which is next to Evergreen Cultural Centre. This community centre will have a focus on arts and culture and will have a café. It will be a great addition to the Town Centre Park and is intended to open in May.
- Additionally, we are well underway into the expansion of Spani Pool in Mundy Park. This is hoping to reopen this summer and will have a new leisure pool, warming pool and improved accessibility.
- The City continues to work through our Seniors Strategy. We are focused on examining and addressing service gaps for older adults, enhancing access and support for seniors.

Thank you to the Board of Directors and all of our Activity Group Leaders for continuing to give your time and energy provide impactful and quality recreation opportunities to seniors. The work that you do is so valued.

5.0 MOTION TO AMEND THE BYLAWS:

Be it resolved that:

- 1. Section 7.vii of the Dogwood Pavilion Senior's Society Bylaws be amended by increasing the number of Directors at Large from a maximum of 2 positions to 3 positions.**

MOVED BY: Ann Carlsen

SECONDED BY: Marion Anderson

MOTION: That the amendment to increase to number of Directors at Large from 2 to 3, be implemented immediately on approval by the Members of Dogwood Pavilion Senior's Society at the 2024 AGM.

CARRIED UNANIMOUSLY

6.0 Election of Officers (Francis da Costa)

President – Willy Martin elected by acclamation

1st Vice President – Bob Willems elected by acclamation

2nd Vice President – Ann Carlsen elected by acclamation

3 Directors at Large – Running for election are Marion Anderson, Laura Rudland, Barry Lang and Patt Edmiston.

MOVED BY: Marion Anderson

SECONDED BY: Pat Eckford

MOTION: That Marion Anderson, Laura Rudland and Barry Lang be elected as Directors at Large.

CARRIED UNANIMOUSLY

7.0 Other Business

No other business

8.0 Willy Martin thanked the City Staff: Front Desk, Programmers, Kitchen, BSW, and all of our loyal, hard-working volunteers.

Willy also expressed her sincere thanks to Susan Williamson who is currently Past President. Susan is and has been very involved with Dogwood for many years in many different areas.

9.0 ADJOURNMENT:

MOVED BY: Cathy Leko

MOTION: That the Dogwood Pavilion Senior's Society AGM of March 28, 2024, be adjourned at 3:35 pm.