

Alano Club of the North Shore Board of Directors Meeting April 16, 2023 Minutes

Greg N Yes	Jeannette Yes
Tom T Yes	Rick S Yes
Andrew M Yes	Viki E No
Vince H Yes	Brett D Yes
Joan W Yes	

Meeting opened at approximately 9:00 am by Tom T.

Minutes from March 19, 2023

MOTION: To accept Minutes of last board meeting, on Mar 16, 2023, made by Jeanette, seconded by Greg, passed unanimously.

Financials	Financials Bank Report Gaming Rick
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Reports:

Rick	Refit Concession Insurance
Brett	Naming of Restaurant
Viki	Women’s Day March 25, 2023
Tom	Membership Meetings Volunteers Medallions Modernization Bingo Events Procedures

50th Anniversary

New Business Aboriginal Day
 Men's Day

Next Meeting May 16, 2023 6pm Zoom

Financial Report

Monthly and Year End report

Rick: Increase to Room rates

	March 31	April 13
General Account Vancity	\$ 15,640	\$ 29,675
Gaming Account Vancity	\$ 10,310	\$ 4,310
Progressive Account Vancity	\$ 3,938	\$ 3,958
Cash on Hand		\$ 875
Petty Cash		\$ 658
Credit Card		\$ 3,441
Foundation	\$ 11,486	

MOTION: To accept financials of Mar 18/23, made by Viki, seconded by Brett, passed unanimously.

Presidents Report

Current Meeting

Monday

Farsi Alanon Room 16PM
Never Alone room 2 7-8

BINGO Big Hall

Wednesday

Farsi Group Room 2 6 to 7
Over the Hump Room 1 7-8
MA Room 2 7:30-9:00

Friday

CA Big Hall 7:30-8:30
Bill and Bob Room 1 7 to 8
PA Room 2 7 to 8

Sunday

Aloha Sprit Big Hall 9-10
Sunday Breakfast Café 9:30-12
Into Action Room 1 7:00-8:00
Sunday Speaker Hall 6:30-7:30

Tuesday

Insanity to Inspired Rm1 6:00-7:15
NA Big Book Room 2 6:00-7:00
The Way Home NA Cafe 7:30-8:30
Naranon Room 1 7:30-9:00

Thursday

Recharging Recovery Room 2 6-7
ACOA Room 1 6-7:30
Women's OA Step Room 2 8:00- 9:00
ACA Room 1 7:30 – 8:30
Thanksgiving Group Cafe 8:00-9:00

Saturday

Canada AM Big Hall 9-10
Men's Recharging Recovery Room 2 9-10
Sat Night Live Room 1 7:30-8:30
Highnooners Room 2 noon- 1

Daily Daytime

Earlybird Room 2 8:00-9:00
Lunch Bunch Room 1 12-1PM

Simple at Four Room 2 4:00- 5:00

Women in BB Rm 2 10-12 M,W,Th

Secular Sobriety RM 1 3:00-4:00

Membership Our Membership is up 1 to 125. For April 1 we have 16 to renew.

Restaurant Is going well. Prices are increasing slowly. Restaurant will be closed for dinner on Friday April 7 due to North Shore Roundup. We will be opening this Sunday Roast Beef Dinner \$20.

Bingo is ongoing 1 night a week. Small crowds recently.

Volunteers I have a bare minimum and this is stable. The volunteers we have are doing a good job. Need volunteers for afternoons (1 to 4) and Sunday Night for concession. With other changes being considered.

COVID Masks still available for those who still use them.

Modernization We need a plan of priorities to modernize our interior furnishings. While this is a slow process, I believe we can continue improvements gradually.

- 15 New end/side tables for lobby area cost TBD

- New bookcase for office with glass doors. IKEA \$200

- Cafeteria Tables

- Redo floor in big Hall and lighting upgrades

- Totem Pole might get pole free for carvers

- Platter/plates for café on hold till after grant.

This is on hold.

The **ANOVA Micro** range is \$799 which has more features than a micro wave. The convection oven being a big part and better preparation is a strong quality of the unit. Purchase is over my \$600 limit. Please consider the upgrade. Tabled another good option is a **Wolfe Microwave**. This on Hold.

Anniversary Oct 7th

New Business:

Men's Day

Roundtable.

Rick,

Further to the meeting today here are some of the items that we discussed. If i have missed anything or anyone that wants to be on a committee please speak up now or we may just have to appoint you to one! LOL i love Voleentolding!

Announcement for groups. Please put it in your own words or use mine but most importantly let's get the word out. its time to leave zoom and come back to support the Alano club!

If you are looking to start a step meeting or big book study The North Shore Alano Club has room openings on several week nights and weekends. The NS Alano Club needs your support both in person and financially. Please visit the club and see what can work for you to carry the message and support the club before we lose it.

Here is my report and items that need action.

Gaming Commitee Rick and Tom ???? who else is joining this

Tom and i will be following up with the accountant this week and will go over what was submitted. We will then compose a letter requesting a reconsideration and assent of the original Application. the request is due April 27th. The review will be comprehensive and will expose any weaknesses in our application so we will either be given the money or hopefully clarify what we need to do in order to submit a better full application for November 2023. Deadline for this years submission is November 30

Begin the creation of the November 30th submission and review the requirements

Action item:

Someone needs to look into a grant writing company. Who is taking this on?

Email requesting what information was late of missing. Due Monday. Tom and Rick

Letter requesting a review. Tom and Rick to complete. Due April 27

Letter to Bowen Ma. on hold for now first Draft completed

History and benefits of NSAC. Draft written review by Board. Must be completed by Tuesday.

Create

Insurance Vicky

Looking at a blanket policy that will cover all groups that meet at the alano club

Action item:

Vicki to follow up with Collin and the Cooperators insurance Park and Tilford

Tom to get a copy of are current insurance coverage for review by Collin

Finance Committee Vicky Brett Tom Rick

Follow up review of restaurant finances and a cost vs benefits and if it make sense to lease the kitchen out due to ongoing losses. Rick, Tom Vickey Brett

Action Items:

Review of lease and who would pay for appliance repairs. Rick

Speak with a commercial leasing agent about how existing restaurant equipment is handled in a lease. Rick

Review of gas and electric costs.

HR Committee Vicky, Jennette, Greg Brett?

A review and creation of Anti Bullying and Harassment policy must be adopted and all Volunteers, staff and board members to have signed a document that they have read and understood the policy. Ongoing reviews of staff and volunteers

Create Job descriptions and volunteer positions

Action Item:

creation of Anti Bullying and Harassment policy

review of Worksafe BC policy

request a copy of other companies or associations policy

Create and implement the policy ASAP

Have volunteers, staff and board member read and sign off that they have read and understand it.

Post our policy on the information board

Create a volunteer schedule and find volunteers to take on the positions.

Fundraising committee Rick, Andrew Tom ???? who else is joining in?

Create documentation and letter to reach out to the community and ask for financial support

Look at grants and opportunity's to fundraise.

Action Items:

Review and finalize the NSAC Back ground document

Create a letter cover page to go out to corporate sponsors, individual donors, charity foundations, include tax receipt information

Create a data base of past donors, potential donors,

Review Public health grants, gaming grants, drug addiction and community health grants

Operations committee. Tom and Who is on this???????

Put a policy document for room rentals

Action Item:

Create policy such as

No dogs, Appropriate behaviour, No Harassment or bullying, Keep room clean after use, Put furniture back to the way you found it, Disposable Coffee cups will be provided at \$5 per sleeve.

The group is responsible for cleaning reusable mugs and coffee pots, The group is responsible for cleaning coffee pots, Respect other meetings that may be underway. Rent is due? announcing at you meeting to be quiet and respect the tenants that live above the from entrance when leaving.

MOTION: To adjourn at 10:42am made by Brett, seconded by Jeannette, passed unanimously.