

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

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

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

MOTION: To accept Minutes of last board meeting, on April 16, 2023, as amended made by Viki, seconded by Greg, passed unanimously.

MOTION: To accept Minutes of the Extraordinary meeting April 4, 2023 made by Brett, seconded by Jeanette, passed unanimously.

MOTION: To accept the Financials as presented Greg, seconded by Brett, passed unanimously.

Financials--the response to the appeal for support was excellent, putting the club on more stable ground. Groups have agreed to the increase in room usage donations.

Bank Report - \$62,000+ in general bank as of May 16th.

Gaming Rick

Reports:

Rick Insurance n/a

Greg Restaurant Agreement – Has not yet been signed.
Liability insurance in place but Greg has some questions on the wording.
Application for WorkSafe coverage in process. Depending on the response the contract may require changes so it will be processed after insurance

questions are answered satisfactorily. Response to the meal menus is slow, but hoping the lunch meeting will bring in more people. Requires marketing & more awareness. Menus posted twice weekly including at the Twin Towers. Daily meals are a consideration and will be posted in the club and on our website. Inventory of food transferred is near completion. It's important that Arif succeeds so we will assist where possible.

Men's Day – Sat., June 24th. Tickets are being sold; flyer circulated to GVIS & Alano Clubs. Will be posting on Area 79. Progressing.

Brett Naming of Restaurant –The Akron Grill was accepted
MOTION made by Brett, seconded by Greg, adopted unanimously

Viki Policy Manual & Employee Handbook – in progress. Invited input from the members of the Board.

Tom Membership up 1
Meetings as listed
Volunteers
Bingo small crowds
Aboriginal Day Sept 16
50th Anniversary Oct 7
AGM Sept 17

New Business

Dishwasher is leaking and may require replacement. Tom examining options for purchase vs leasing.

Kitchen renovations to be tabled for future consideration.

Fund Raiser idea – 2 free weekends in Harrison in a cabin for 2 raffles – Tabled to June meeting.

Roundtable:

Jeanette to speak with Lance regarding kitchen issues.

Greg – what action can we take to increase our reach as a resource.

Brett – agreed on marketing ideas, but slow down to see how the kitchen works out. Vancouver Alano Club received the gaming grant, but Langley did not get one.

MOTION: To adjourn at 6:54 pm – Brett.

Next Meeting June 11, 2023 9 am Zoom

Financial Report

Monthly report

Increase to Room rates is coming a few still to do.

	April 3	May 16
General Account Vancity	\$ 64,129	\$ 62,082
Gaming Account Vancity	\$ 4,561	\$ 4,146
Progressive Account Vancity	\$ 3,776	\$ 3,776
Cash on Hand		\$ 1,762
Petty Cash		\$ 213
Credit Card		\$ 2,772
Foundation	\$ 11,486	

Donations

March	\$ 7,000
April	\$47,059
May	\$ 1,182
To Date	\$55,241

Presidents Report

Current Meeting

Monday
Farsi Alanon Room 16PM

Tuesday
Insanity to Inspired Rm1 6:00-7:15

Never Alone room 2 7-8
Monday Mens Room 1
BINGO Big Hall

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

Wednesday

Farsi Group Room 2 6 to 7
Over the Hump Room 1 7-8
MA Room 2 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

Friday

CA Big Hall 7:30-8:30
Vacant Room 1 7 to 8
PA Room 2 7 to 8

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

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
Secular Sobriety RM 1 3:00-4:00

Daily Daytime

Earlybird Room 2 8:00-9:00

Restaurant Prices are increasing under new Chef. We are open with more options for food. We will be opening Saturday night with varied menu. Sunday we have Roast Beef Dinner \$20. Monday and Tuesday Tacos. Friday with have our rotational dinners. Lunch M-F and Saturday/ Sunday Breakfast/Brunch. Up to the 15th of May. Arfi sales \$3499. Menus going out Bi weekly. Jeannette distributing to notice boards in Twin Towers. Will ask AmVets to take menus also.

Membership Our Membership is up 5 to 130.

Bingo is ongoing 1 night a week. Smaller crowds than expected.

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.

Mens Day June 24 posters and tickets out.

Aboriginal Day Sept 16

Clubs 50 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 Committee 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 Commitee 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 Commitiee 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.