

# MINUTES



## Monthly Board Meeting

### Minutes of the Board Meeting Feb 20, 2024

Location: online

Attendance:

Name	Position	Attendance (Y/N)
Charlotte Mariller	President and Swiss Social	Y
Benjamin Wuethrich	VP, Membership, Website	Y
Heidy Lawrence	Tell Tale Editor	Y
Maggie Hess	Theatre	N
Erika Tieche	Social Jass	Y
Simone Hohn	5 pin Bowling	Y
Auggie Werner	Treasurer	Y
Paula Rico	Women's	Excused
Arno Sigrist	Men's	Y
Cedric Daros	Amicale Romande	Y
Jean-Marc Velen	Amicale Romande, former section head	N
Philippe Moser	Canadysli	Y
Alexia Moser	Secretary	Y
Gabriel Hilty	Guest	N
Corinne Jakob	Guest	Y

**Minutes:** Alexia Moser

Meeting called to order at approximately 6:40 pm

1. **Excused absences**
2. **Approval of minutes from Oct 12, 2023**

a. Approver:

Secondar:

### 3. **Update on Actions from Last Meeting**

- Only 10 Canadysli tickets are left; 90 have been sold; Charlotte will not be attending this year but may attend next year.

- a. Cedric to set up banking relationship with TD: *Cedric will be leaving the Amicale so the club will need a third person for TD and to act as a signatory. The advantages of having more signatories (and those who will be on the board long-term) were discussed as a minimum of two signatories is needed for any cheques. The club needs at least 3 signatories and they should not be those who send in bills. Philippe volunteered. Philippe's new role as signatory was approved by Arno and seconded by Erica [motion passed]. The logistics should be simple as Philippe already has a profile with TD.*
- b. Auggie to set up call with TD, Ben, and Cedric to set Cedric up as third signatory: See 3(a) above. **Action Item:** *Auggie to set up a call with TD to set Philippe up as a third signatory.*
- c. Charlotte to talk to Paula about Christmas dinner: *Charlotte and Paula have spoken already; the St. George Country Club has yet to send in a bill; Auggie cannot pay for the dinner without a bill. Action Item: Charlotte to email the St. George Country Club to request a bill.*
- d. Everybody: think about events, membership and revenue growth opportunities: See 2(b) below.
- e. Acquire a Santa Claus costume for Philippe: *No costume.*
- f. Everybody: provide Tell Tale content for Heidy: *Not discussed.*
- g. Cedric and Ben to sync about tickets for events: *Not discussed.*

## 2. Director reports

- a. President's general remarks, 2023 in review: *PowerPoint presentation; Board members discussed their perspectives on the purpose of the club*
- b. Events: *Reference was made to the need to get younger members into sections and how that might be done. It was noted that some events are aimed at retired individuals (e.g., Women's Section and Men's Section events which take place during the working day). When/if events are organized at night, members who do not wish to drive at night might stay away. Members with children will likely attend if their children can come, too. Charlotte suggested that each section head should make sure all can attend by offering different times, using social media to publicize events, etc. It was suggested that introductory sessions be arranged so that new members (and their significant others) can learn Jass (volunteer coaches: Philippe and Corinne). Charlotte might also attend some events to support the sections. It was suggested that a variety of events be held (e.g., 3 regular events and then 1 more accessible one).*
  - **Action item:** *Head of sections to brainstorm strategies/ideas for how to draw in more members and bring everyone together*
  - **Action item:** *Erika to set up a social evening for learning Jass*
- c. Membership report: *Benjamin went over numbers over time since*

2021; reasons for people leaving; members behind with payments; "Newsletter only" members; and lifetime membership eligibility and lack of data. The board has stopped removing individuals automatically because of non-payment. The club does not have data on when many members joined the SCT. It might be appropriate to mention this at the AGM – to ask individuals to let the SCT know if they think they are eligible for lifetime membership and would like to have it. "Newsletter only" members are not mentioned in the by-laws; it might be appropriate to sunset this type of free access and either charge them \$10 for the newsletter as of 2024 or to end this type of access entirely. Charlotte and Benjamin could reach out to these "newsletter only" members and suggest that they convert to regular (individual/family) membership.

- d. "IT" (website and newsletter): Benjamin went over free hosting on GitHub Pages, payment for the domain name, website visitor numbers (traffic coincides with key events) and reader numbers for the newsletter (Mailchimp). The traffic indicates that the information being provided re: SCT is of value to recipients.
- e. Social Media: The Facebook reach is consistent. Interaction peaks around events. There is more engagement with the content but we are not expanding our reach. Gabriel, Benjamin and Charlotte may discuss how to attract more readers. Gabriel may also put out a call online to ask for ideas re: what everyone would like to see.
- f. Treasurer's report: Auggie went over money in and money out over the last year. The club started with about \$140,000 and now has about \$122,000. Shortfall for the year is about \$18,000 or \$18,500.
- g. Tell Tale Update: Swiss Print will be taking over. Yverdon les Bains would like to feature an interview re: STC in their paper. All information re: the printer should be shared with Heidy. Gabriel has software and may be able to create a newsletter for the AGM. The newsletter would have to be sent out about 3 weeks ahead of the meeting. The by-laws say that members must be invited 3 weeks before the AGM. As of the AGM, Heidy will become a volunteer. Once there is a date for the AGM, Gabriel will start to work on labels, envelopes, etc. IT may be necessary to send a certain number of copies to the consulate and other groups.
- h. 2024 outlook and goals: The president discussed the importance of having constructive discussions.

### **3. Other business, submitted ahead of time**

- a. Becoming a charity (Philippe): Philippe itemized some advantages of becoming a registered charity. He has spoken with a charity administrator for Ontario and the SCT does meet the definition. The board agreed that this idea should be explored further. Auggie suggested that the SCT have an accountant if it were to become a charity.
- b. Conflict of interest policy (Erika): The SCT is a non-profit and must follow laws for non-profits in Ontario. Erika offered to share the

*relevant laws with everyone in writing. Erika noted that non-profit organizations should have conflict of interest policies and recommended that the SCT look into having one going forward.*

**Action Items:** *Philippe to prepare a draft COI and share it with the board. Erika to share the link to information re: COIs for non-profits with Philippe.*

#### **4. Section reports**

- a. *5-pin Bowling: An event will be held in April. A new member will be joining then.*
- b. *Women's Section*
- c. *Men's Section: Arno provided an update re: the last men's section event.*
  - *Gabriel to add the next social online (Jack Astor's Bloor/Yonge at 7 pm on February 29th).*
- d. *Amicale Romande: Cedric won't be able to continue as section head. The fondue went very well with about 70 attendees but incurred a loss of about \$600. He suggested that printed tickets be issued next year so that everyone has a reminder of the event as the club purchases the cheese in advance. Charlotte reminded the section heads of the importance of letting everyone on the board know about SCT events. Nicholas Meyer will be taking over as section head for the Amicale Romande.*
- e. *Theatre Group:*
- f. *Social Jass: Erika is adding another date (April 21st); it will have to be posted online. Her section will need a cheque for \$225 to cover rent for February, March and April. Erika noted that rent for section events has been paid by the SCT since the building fund was abandoned. This decision to pay rent was minuted back then. The club will pay the rent but this might be something for further investigation (possible next steps mentioned at the meeting included capturing this decision in the by-laws; finding the relevant minutes in storage; etc.). **Action Item:** Auggie (?) to provide the Jass section with a cheque for \$225 for the rent for February, March and April 2024.*
- g. *Swiss Social*
- h. *Canadysli: The dinner dance will be held on March 2nd at Black Creek. 10 tickets are left.*

#### **5. Other Business, ad hoc**

- **AGM April 2024**
  - *It was suggested that the upcoming AGM be turned into a dance in an effort to increase membership. Items of discussion included the formality of the meeting; the timing (perhaps having the formal meeting first and then a dance); whether non-members should be present at the AGM; possible effects on the budget; whether to combine the AGM with a dance or to hold two events; logistics (e.g., table*

- *set-up); and the audience for the AGM.*
  - *Philippe indicated that having the AGM at Parkview Manor would cost about \$80/person for 60 people. Parkview Manor is off the highway and TTC accessible. It was noted later that this pricing is based on a Tuesday or Wednesday evening and an event that will end at 9 PM.*
  - *It was noted that normally the dinner is held first and then the presentation starts after dessert; this means that the AGM portion of the evening is done by about 9 PM.*
  - *It was noted that the DJ/emcee from the fondue night costs about \$1000.*
  - *The board discussed the advantages/disadvantages of combining the AGM with a dance. It was noted that only SCT members are permitted to vote and that per the by-laws, the event must be held in April. While the AGM was seen by some as an opportunity to attract new members, others felt that it was an official meeting for voting members to have their say.*
  - **Action Item:** *Philippe to provide quotes for the AGM-related propositions so that the board can decide on how to handle the AGM. The event will likely be held in the second last or last week in April. All are to email their AGM-related propositions (and any quotes) to the SCT board.*
- **Swiss cookbook event**
  - *Corinne explained that the author of My Slice of Switzerland is willing to offer a free virtual event to members to introduce her cookbook. Members could then also sign up for an online cooking class (\$40 or \$50). Erika approved the suggestion and Heidi seconded it. Corinne is planning to hold the presentation toward the end of March; she will speak with Charlotte and the team.*
- **Introductions**
  - *All introduced themselves as there is a new member of the board (Alexia).*
- **Board meetings**
  - *Board members will pay for their own drinks/food from now on when they meet in person.*
  - *The website will be adjusted to indicate that individuals need to be members in order to volunteer.*

## 6. Adjournment

- The meeting adjourned at approximately 9:15 PM.
- The next meeting will take place on March 19th

## Action Items

- a. *Auggie to set up a call with TD to set up Philippe as a third signatory.*
- b. *Charlotte to email the St. George Country Club to request a bill.*
- c. *Head of sections to brainstorm strategies/ideas for how to draw in more members and bring everyone together.*

- d. Erika to set up a social evening for learning Jass.*
- e. Philippe to prepare a draft COI and share it with the board.*
- f. Erika to share the link to information re: COIs for non-profits with Philippe.*
- g. Auggie (?) to provide the Jass section with a cheque for \$225 for the rent for February, March and April 2024.*
- h. Philippe to provide quotes for the AGM-related propositions so that the board can decide on how to handle the AGM. The event will likely be held in the second last or last week in April.*
- i. All are to email their AGM-related propositions (and any quotes) to the SCT board.*