

## PROBUS CLUB OF VANCOUVER

### MINUTES OF A MEETING OF THE BOARD OF DIRECTORS HELD BY ZOOM TELECONFERENCE AT 9:30 A.M. ON TUESDAY, OCTOBER 6, 2020

ATTENDEES: Hugh Chaun – Chair, Rich Carson, Doug Cucheron, Raymond Greenwood, Bill Hooker (joined meeting at 10 a.m.), Peter Scott, Tim Sehmer, Ken Waithman, Jack Zaleski

REGRETS: Peter Brock, Peter Hamilton

GUESTS: Alain Boisset, Hugh Lindsay, Brian Street

1. Hugh Chaun acted as chair and called the meeting to order at 9:32 a.m. Tim Sehmer acted as secretary. The agenda circulated by Hugh on October 3 was approved with two additional items added at Jack Zaleski's request: the licensing of our unused Zoom hosting positions, and PROBUS Canada's mentorship program.
2. A quorum of the board being present, the chair declared the meeting properly constituted for the transaction of business. The chair noted that all the committee chairs were present or represented by another participant. The chair opened the meeting by thanking Jack for hosting the Zoom call.

Peter Scott then expressed his appreciation for the Honorary Life Membership awarded to him at the September meeting.

Jack then advised that through PROBUS Canada's mentorship program he's learned that other PROBUS groups are using a "breakout room" function available on Zoom, which automatically splits the call participants into a number of different chat rooms (each essentially a separate Zoom call) with 5 to 8 participants in each room, for a selected length of time, after which those who haven't signed off the call during the chat room return to the full meeting. This would give an opportunity for social engagement and interaction similar to that afforded by the pre-meeting coffee receptions before our in-person meetings. The host of the Zoom call is not assigned to a particular chat room, but may drop in on different chat rooms from time to time. Other Zoom features that will soon be available include an option for participants to switch chat rooms, and an ability of the host to sign specific people to specific chat rooms. It was agreed that we should try the chat room concept at an upcoming meeting, although with the AGM occurring at the October 13 meeting, it may be best to defer until the November meeting.

It was noted that although the monthly meetings are scheduled to start at 10 a.m., there are usually a fair number of stragglers joining the meeting during the first 10 to 15 minutes. This may be because members expect they'll be unable to join the Zoom call until the meeting starts at 10:00 a.m. It was agreed that the October 13 meeting will start at 10 a.m., but the meeting reminder will let people know that they can sign on to the Zoom call as early as 9:30 a.m.

3. Minutes of Last Meeting: The minutes of the August 4 board meeting were approved.
4. Business arising from the August 4 board meeting: There was no business arising.
5. Secretary's Report: Tim noted that our AGM couldn't be held during the September 8 meeting because a quorum (15% of our members) wasn't in attendance. Under our bylaws, if a quorum isn't in attendance within 30 minutes of the time set for a general meeting, the meeting is deferred for one month, and the members in attendance at the deferred meeting are deemed to constitute a quorum. Accordingly, the AGM can proceed at our October 13 meeting regardless of the attendance. Tim and Jack then described the protocol which will be followed for voting at the AGM.
6. Treasurer's Report: Doug reviewed the Sept 30, 2020 financial report that he circulated to the Board on October 5. He noted that the drop in membership renewal income from last year to this year is largely reflective of the Board's decision to reduce the annual membership fee from \$80 to \$60.
7. Speakers Committee: Bill reported on discussions that some of his committee members have had regarding various approaches to evaluating and providing feedback on our speakers and their presentations. Jack recommended the use of Mailchimp for surveys.

Bill confirmed that:

- a. Dr. Julio Montaner will be speaking on "Towards the End of HIV/AIDS: Fact or Fiction" at the October meeting;
- b. Max Cameron will be speaking on "Pandemics and Populism" at the November meeting;
- c. Dr. Bee Wee of Oxford, UK, will speak on "Palliative and End-of-Life Care" at the December meeting.

Additional speakers lined up for the new year include: Danny Catt, a photographer who will talk on his expedition to the Arctic, and Doug White, an indigenous lawyer and band chief.

Jack advised that Ontario, like B.C., has a speakers' bureau. Since with Zoom presentations the location of the speaker is not an issue, we should be able to source good speakers from Ontario. Jack will forward Bill a link to the Ontario Speakers' Bureau.

Alain questioned Bill as to the nature and extent of the consent we obtain from speakers as to how we intend to use the records we make (or they provide to us, such as notes or slides) of their presentation.

In the past we made electronic recordings of the presentations, which were used solely (a) to assist with the preparation of a summary of the presentation for our newsletter, and (b) for the transcription of the questions and answers following the presentation (which aren't included in the newsletter but, together with the summary from the newsletter, are posted on the "speakers" section of our website). Now that our meetings are held by Zoom, the current practice is for the recording of the Zoom call to be used in the preparation of the newsletter

summary and the transcription of the Q&A. Alain noted that the “newsletters” and “speakers” sections of our website are not password-protected so the summaries and Q&A are available to the general public.

In the course of this discussion, Jack suggested we consider adopting the practice of some other PROBUS clubs in making a password-protected copy of the Zoom recording available to members for 30 days following the presentation. Brian questioned the need for this, noting that when we held in-person meetings, we weren’t filming the presentations so as to provide members who missed the meeting with an alternate way to “experience” the presentation (other than by reading the newsletter summary and the Q&A on the website, as members can still do now). Tim noted that attendance at the Zoom presentations might go down if members felt they could easily view a missed presentation anytime in the next 30 days at their leisure. Jack noted that in some clubs, they have more members viewing the recording online than actually attending the live Zoom call. Rich supported making the recordings available to members, noting that we should be looking for ways to give members more value for their annual membership fee during the pandemic.

It was agreed that this issue would be revisited at the December board meeting, and in the meantime Bill and Tim will develop and circulate for discussion a form of consent that could be used for these purposes.

8. Membership Committee: In Peter Hamilton’s absence, Jack Zaleski reported that there are now 350 active members and three inactive members, with two new applicants for membership. He also noted that declining membership has been a national issue during the pandemic, and our experience has been better than many PROBUS clubs. Jack will continue his efforts to monitor the attendance of guests at our meetings, and follow up with them as prospective new members.

Jack also discussed two other matters:

1. PROBUS Canada has developed a mentorship program to help clubs learn how to hold their meetings by Zoom. Jack is participating in this program by acting as mentor to the Vancouver Island PROBUS clubs (and our club!), and someone else is acting as mentor for the other Vancouver area clubs;
2. Jack noted that our Zoom account allows us to have 10 different hosts, but we’re currently using only six of those “hosts” positions, and have made the seventh available to David Scott and PROBUS District 2. Two other PROBUS clubs have each asked to use one of our unused “host” positions, and have each agreed to pay 10% of our monthly Zoom fee. Jack previously contacted Zoom to ensure that our Zoom license enabled us to do this, and has an email response from them giving us a green light. It was agreed that we would let each of the two requesting PROBUS clubs use one of our host positions in return for payment of 10% of the monthly Zoom fee.

9. Activities Committee: No activities planned until after the pandemic restrictions have been lifted, but Jack noted that some PROBUS clubs are experimenting with trivia nights and other types of “virtual” activities that we might also consider.
10. Newsletter Editor: Peter Scott had nothing to report.
11. Member Services Committee: Raymond had nothing to report.
12. Website & Database Committee: Alain noted he is handling the website, but Jack is continuing to look after the database. Alain noted that the website requires fairly significant updating. In particular, the home page has links to webpages for each of our Clubs (Book Club, Bridge Club and Investment Club), all of which need to be updated to describe how those clubs are operating during the pandemic (and Carl Jonsson has resigned as coordinator of the Bridge Club). Similarly, the home page has links to webpages for several committees (Activities, Member Services, Membership, Speakers, Website) which also need updating. Alain asked the chairs of those committees to provide him with updated content for their committee’s webpage.
13. Historian/Archivist: Hugh Lindsay thanked Peter Scott for his fitting tribute to Roy Williams in the October newsletter. Hugh is working on preparing the report on 2020 for the “History of the PROBUS Club of Vancouver” webpage on our website.
14. Adjournment: The meeting was adjourned at 11:06 a.m.

The next meeting will be held by Zoom videoconference on Tuesday, December 1, 2020 at 9:30 a.m.