Parksville Golden Oldies Sports Association
Board Meeting Minutes- Estuary Place
Nov 2, 2026, 9:00 AM DRAFT

Chair of Meeting - Rita Paine

Rules of Order – Robert's Rules as per PGOSA Policy

1. **Call to Order** – 9:02 Attendees - All Board members present

2. **Approval of the Agenda:** Agenda amended with the addition of 3 new business items - 7b Financial Requirement for Non-Profits, 7c - Executive mailboxes, 7d - Membership Fees. Moved by Jim Powell, Seconded by Rita Paine.

3. **Approval of Previous Minutes:** Board Meeting Aug 25, 2026. Moved by Robyn McDonald, Seconded by Linda Mick. Approved

4. **Report from Executives:**

President - Rita Paine; Talked of the responsibilities of the Pgosa Board, regarding knowledge of Societies Act, Pgosa Bylaws and Policies. Advised of storage of documents now in a filing system. Advised that Insurance policy and documents are now printed, filed and available for viewing. Societies Act is also printed and on file.

Vice President - Jim Powell - Voiced concerns of too many changes too fast.

Treasurer - Keith Goertzen - Invoices from Insurance were paid in August 2026. A gain of about $1000.00 were received from interest in our GIC. Had some issues renewing our website domain from HostPapa. All settled and have paid until October 2027. Account totals : Chequeing - $17,755, Stripe - $341, Total $18,096. Investments - 3 GIC's $31,213. Total of all accounts - $49,309.

Secretary - Linda Mick - advised that Pgosa follows the Roberts Rules of Order regarding how the agenda and minutes are handled. Minutes are always posted online as "Draft" until approved at the next Board or General Meeting. Advised the Board members that November 2025 General Meeting and April 2026 AGM Minutes still have to be approved at the next General Meeting - November 17, 2026.

5. **Report from Directors**

Shannon Nadeau - has resigned

Rodney Arnold - reported on Active Aging Week. In attendance by Pgosa Activities were Wood Carving (Bob McInnes), Alpine Hikers (Lucy Goodbrand), Pickleball (Jim Powell), Indoor Baseball (Ferd Hamre) and Volleyball (Debbie Laughlin). There was a poor attendance by the public at this event. Remembrance Day - Wreaths purchased and volunteers are required to lay wreaths. Board is asked to find Pgosa members who have been in Armed Forces, RCMP, Firefighters to lay wreathes on our behalf.

Robyn McDonald - Advised that Advanced Cycling has dropped out of Pgosa. Interest in the Board having individual email addresses - Discussed in New Business. Review and correction of personal information of Board members on our website. Created and read out a list of benefits of being a Pgosa member.

6. **Unfinished Business**

a. Aquire additional board members - Discussion. Ongoing
b. Review Bylaw - Tabled
c Annual Activity Reports - Review completed documents from activities. for completion from - Jim Powell provided some 2025 reports received. Update a new form. Linda suggested a simplified process, ie - Activity can fill out form in person, email form to Activity Managers, for completion or simply email questions to Activity Manager and they can just reply . Ongoing
d. Job descriptions / tasks for Board members., prepared by Robyn McDonald, Rita Paine included a list of liaison responsibilities for Board members. Keith has approved of the Treasurers. Ongoing
e. Pgosa marketing - Robyn and Shelley - Discussion and inform membership of what is available to market their activity. New Director Position possible. Ongoing
f. Pgosa signs for activities - Signs are available for activities to utilize. Completed
g. Pgosa Code of Conduct being updated. Rita Paine motioned to adopt a new Code of Conduct. Seconded by Linda Mick. An update sample Code of Conduct was produced, discussion and adjustment done. To be brought up at General Meeting in Nov 2026. Ongoing
h. Compliance with Bylaws and Policies by membership. Discussion of how do we ensure compliance, dealing with non-compliance. Ongoing
i. Insurance Policy information. Updated Insurance policy and forms to be posted on website. Ongoing

j. New Activities - Ocean Plungers and Park Golf - request to join being reviewed. New form has been created for new activities to complete (for compliance with Bylaws)

k. Electronic storage of documents. Tabled

l. Friends of Pgosa - Have a process for being part of Pgosa. Possible for Directors to contact . Ongoing

m. Correspondence, storage by secretary. All board members to submit documents. Jim provided 2025 Annual Activity Reports in his possession. Ongoing.

7. **New Business:**

a. Committee Reports; Membership, Social, Website, - Discussion on whether these Committee s present an annual report at meetings. Discussed and suggested once a year at AGM. Ongoing

b. Financial requirements for non-profits. Discussion, Robyn will look into an Accountants opinion of acceptable guidelines. Ongoing

c. Pgosa mailboxes for each Board member. Discussion. Robyn to engage Pat Shaw. Ongoing

d. Membership fees - Discussed - Fees will stay the same for 2027. Completed

8. **In Camera:** None

9. **Adjournment:** 11:40, Next Board Meeting Jan 26, 2027, 1:00 pm at Estuary Place.