

**MINUTES OF THE REGULAR MEETING OF THE ORANGE MEMORIES BOARD
HELD ON THE 14th DAY OF AUGUST, 2019
AT ORANGE MEMORIES AT 12:00 NOON**

PRESENT: Chairman Ryan Wickett, member Trevor Hay, Romona Molsberry, Rick Bell and Blair Wingert. Orange Memories Manager Nadine Olson, Orange Memories Program Co-ordinator Morgan Dinsmore and Orange Memories Administrator Michele A. Schmidt. Mayor Subhas Maharaj.

ABSENT: Member Gerald Clark

VACANCY: 1 member at large seats vacant.

CALL TO ORDER:

Chairman Wickett called the meeting to order at 12:21 p.m.

AGENDA:

068/19 **HAY:** That the agenda be accepted as presented and circulated, with the following additions:
New Business:
Town of Rosetown – Bylaw No. 806-19 – Orange Memories Management Board Bylaw.
Carried. Unan.

MINUTES:

069/19 **WINGERT:** That the minutes of the regular meeting of the Orange Memories Board held on July 10, 2019 be accepted as presented and circulated.
Carried.

CORRESPONDENCE: No correspondence at this time.

FINANCIAL REPORTS:

070/19 **BELL:** That the Orange Memories Statement of Financial Activities for the month ending July 31, 2019 be accepted as presented and circulated.
Carried.

071/19 **MOLSBERRY:** That the Orange Memories Bank Reconciliation for the month ending July 31, 2019 be accepted as presented and circulated.
Carried.

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ACCOUNTS:

- 072/19 **WINGERT:** That the general accounts from cheque #025 to #053 in the amount of \$36,034.73 are hereby approved, as attached to these minutes.
Carried.
- 073/19 **MOLSBERRY:** That payroll accounts from cheque #20457 to #20547 in the amount of \$40,937.51 are hereby approved, as attached to these minutes.
Carried.
- 074/19 **HAY:** That the online payments for July 9, 2019 to August 9, 2019 in the amount of \$5,484.25 are hereby approved, as attached to these minutes.
Carried.

MANAGER REPORT:

- 075/19 **WINGERT:** That we hereby acknowledge receipt of Nadine Olson, Orange Memories Manager July 2019 Manager's report and that this report shall be filed.
Carried.

ORANGE MEMORIES KITCHEN STAFF:

- 076/19 **WINGERT:** That we hereby approve the following Orange Memories positions regarding the kitchen staff:
2 Full Time Cooks
1 Full Time Prep-Cook (cross trained to be a Cook)
4 Casual Dish Washers
and;
Furthermore; that the Orange Memories Manager is hereby authorized to hire the Orange Memories staff in accordance with the Orange Memories HR Manual.
Carried.

ORANGE MEMORIES COMMUNICATIONS STRATEGY:

- 077/19 **WINGERT:** That we hereby acknowledge receipt of the Orange Memories Communications Strategy Public Awareness and that this report shall be filed.
Carried.

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NEW BUSINESS:

TOWN OF ROSETOWN – BYLAW NO. 806-19:

078/19 **MOLSBERRY:** That we hereby request that the Town of Rosetown amend Bylaw No. 806-19 section 3(a) as follows:

five (5) members of the Council of the Town of Rosetown:

- Mayor (1)
- Councillors (4)

Carried.

ADJOURNMENT:

079/19 **Hay:** That we hereby adjourn. Time of adjournment 1:07 p.m.
Carried.

Chairman

Secretary/Administrator