

**MINUTES OF THE REGULAR MEETING OF THE ORANGE MEMORIES BOARD
HELD ON THE 11th DAY OF SEPTEMBER, 2019
AT ORANGE MEMORIES AT 12:00 NOON**

PRESENT: Chairman Ryan Wickett, members Trevor Hay, Subhas Maharaj, and Gerald Clark. Orange Memories Manager Nadine Olson, Orange Memories Program Co-ordinator Morgan Dinsmore, Orange Memories Treasurer Amanda Bors and Orange Memories Administrator Michele A. Schmidt.

ABSENT: Member Rick Bell and Blair Wingert.

VACANCY: 1-member at large seats vacant.

CALL TO ORDER:

Chairman Wickett called the meeting to order at 12:10 p.m.

AGENDA:

080/19 **HAY:** That the agenda be accepted as presented and circulated.
Carried.

MINUTES:

081/19 **CLARK:** That the minutes of the regular meeting of the Orange Memories Board held on August 14, 2019 be accepted as presented and circulated.
Carried.

CORRESPONDENCE: No correspondence at this time.

FINANCIAL REPORTS:

082/19 **HAY:** That the Orange Memories Statement of Financial Activities for the month ending August 31, 2019 be accepted as presented and circulated.
Carried.

083/19 **MAHARAJ:** That the Orange Memories Bank Reconciliation for the month ending August 31, 2019 be accepted as presented and circulated.
Carried.

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ACCOUNTS:

- 084/19 **HAY:** That the general accounts from cheque #054 to #068 in the amount of \$17,989.38 are hereby approved, as attached to these minutes.
Carried.
- 085/19 **MAHARAJ:** That payroll accounts regarding pay period #16, #17 and #18 in the amount of \$62,647.08 are hereby approved, as attached to these minutes.
Carried.
- 086/19 **HAY:** That the online payments for August 13, 2019 to September 5, 2019 in the amount of \$3,291.45 are hereby approved, as attached to these minutes.
Carried.

MANAGER REPORT:

- 087/19 **CLARK:** That we hereby acknowledge receipt of Nadine Olson, Orange Memories Manager August 2019 Manager's report and that this report shall be filed.
Carried.

NEW BUSINESS:

ORANGE MEMORIES – 2020 SALARY GRID:

- 088/19 **MAHARAJ:** That we hereby approve the Orange Memories 2020 Salary Grid, as attached to these minutes.
Carried.

ORANGE MEMORIES – 2020 RENTAL RATES:

- 090/19 **MAHARAJ:** That we hereby approve the Orange Memories 2020 Monthly Rental Rates, as attached to these minutes.
Carried.

ADJOURNMENT:

- 091/19 **HAY:** That we hereby adjourn. Time of adjournment 1:03 p.m.
Carried.

Chairman

Secretary/Administrator