
RETIREE GROUP MEETING MINUTES

Wednesday, September 15, 2016
10:30 a.m. | T228

Attendees:

Nav Dhaliwal	Ken Jillings
Mel Fearman	Gerda Krause (<i>Chair</i>)
Martin Gerson	Dawn Palmer (a)
Moira Gookstetter	Gayleen Wren (a)
Mike Holmwood	

Minutes:

Anna McAuliffe

The meeting was called to order at 11:06 a.m.

1. Approval of agenda

The agenda was approved, with changes, by consensus.

2. Approval of minutes of August 25, 2016

The minutes of the meeting of August 25, 2016 were approved by consensus.

3. Business Arising

a) Programs and opportunities for retiree engagement

No new programs or opportunities for retiree engagement were presented.

b) New members

A discussion on member recruitment was held. It was decided that a Terms of Reference would be developed to help support the committee in its recruitment of additional members as it should outline the vision, purpose, and structure of the group.

ACTION: Nav and Ken will conduct research on the Terms of Reference for existing retiree associations.

c) Committee leadership

A discussion on whether the time for a committee leadership change was held. It was decided that Gerda would remain as Chair, at least until the committee membership grows.

d) Communications

It was noted that a recent invitation sent through the President's Office to the listserve contained out of the date information. It was suggested that all communications that include web links should be checked for functionality before being distributed.

4. Tea & Tour event

It was confirmed that the official opening of the Science & Technology building is being organized for October 12th. Communications & Marketing will be sending an invitation to retirees through a list provided by the Foundation Office.

Gerda and Anna met with Communications & Marketing to plan for the October 6th Tea & Tour event and the following details were confirmed.

a) Schedule

The event will commence in the T building foyer and attendees will be separated into two groups. One group will tour the T building starting on the rooftop, and the second group will begin with the Sustainability tour in the underground parking garage. In this portion of the tour, attendees will be taken to four stations around the campus that highlight the sustainability projects of the College including the recycling centre, community garden and apiary, and the underground electric car charging and bike repair stations. Each tour will be 45 minutes in length to allow time for travel around campus, and after 45 minutes the tours will switch. The two groups will converge in the T building at 3:30 p.m. for tea and snacks in the seating area between the 4th and 5th floors. The event gallery has also been booked in the chance that the RSVP list goes over 31, which is the capacity for the seating area.

The event will run from 2:00 – 4:30 p.m. with the tours taking place between 2:00 – 3:30 p.m. and the refreshments between 3:30 – 4:30 p.m. It was noted that the refreshment area is not a bookable location through the Facilities department, but signage will be created to indicate to students that the area is being used for a closed event.

A discussion on capping the number of attendees and opening the invitation up to their guests was held. It was decided that the invitation would highlight that space is limited with no actual number included and guests would not be permitted at this event.

b) PR

An invitation will be created and sent via the listserve.

c) Budget

It was decided that the costs of this event be covered by HR.

5. New events

A discussion on a January event was held. Gerda suggested a dinner, to be held at the Musqueam Cultural Centre. Langara has organized a few events there since the start of the year to great success.

ACTION: Gerda to look into availability and costs of a late January/early February weeknight event at the Musqueam Cultural Centre.

6. Next meeting

The next meeting will be scheduled for October.

ACTION: Anna to send out poll for an October meeting date.

7. Adjournment

The meeting was adjourned at 11:44 a.m.

DRAFT