

ROEDDE HOUSE PRESERVATION SOCIETY ("The Society")  
**ANNUAL GENERAL MEETING**  
Held on Tuesday, March 15, 2022, at 6:00 pm

MINUTES OF THE 2022 ANNUAL GENERAL MEETING HELD virtually on Zoom on March 15, 2022, at 7:00 p.m.

**PRESENT:**

The following attendees recorded their attendance in the Zoom chat:

- |                    |                        |
|--------------------|------------------------|
| 1. Craig Boyle     | 7. Jane Newton-Moss    |
| 2. Paul Busch      | 8. Jim Gibson          |
| 3. Joyce Cheung    | 9. Anthony Norfolk     |
| 4. Barbara Dale    | 10. Sheila Pepper      |
| 5. Jason Eckford   | 11. Elizabeth Peterson |
| 6. Sara Hepper     | 12. Angela Raasch      |
| 7. Jennifer Hamill | 13. Elizabeth Roach    |
| 1. Ben Hutchinson  | 14. Alyssa Sy de Jesus |
| 2. Anita Lee       | 15. Taylor Tomko       |
| 3. Lloyd McGregor  | 16. Sarah Wang         |
| 4. Tanya McCarthy  | 17. Lydia Williams     |
| 5. Diana Mogenson  | 18. Billie-Ann Woo     |
| 6. Jenny Morgan    | 19. Jennifer Yule      |

**CHAIR AND SECRETARY**

Billie-Ann Woo, President acted as Chair of the meeting and the meeting was called to order at 7:05 p.m. PST. The Chair acknowledged that the meeting was being held within the ancestral, traditional and unceded territories of the x<sup>w</sup>məθkwəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and selílwitlh (Tseil-waututh) Nations, and she welcomed all members, volunteers, and community guests.

With the consent of the meeting, the Chair appointed Tanya McCarthy to act as Secretary of the Meeting.

**QUORAM**

The Chair reported that quorum of Members was present at the meeting and the meeting was regularly called and duly constituted for the transaction of business.

**MINUTES OF THE ANNUAL GENERAL MEETING HELD ON MARCH 9, 2020.**

UPON MOTION DULY MADE by Paul Busch and seconded by Anthony Norfolk, IT WAS RESOLVED that the minutes of the Annual General Meeting held on March 9, 2021, be adopted, and confirmed.

**FINANCIAL STATEMENTS**

The Chair presented the financial statements (unaudited) for the year ended December 31, 2021, for consideration. UPON MOTION DULY MADE by Antony Norfolk and seconded by Anita Lee, IT WAS RESOLVED that the financial statements for the year December 31, 2021, be adopted and confirmed.

**BUDGET**

The Chair presented the proposed budget for the upcoming year 2022 and called for questions. UPON MOTION DULY MADE by Jane Newton-Moss and seconded by Ben Hutchinson IT WAS RESOLVED that the 2021 Budget be accepted as proposed.

**PRESIDENTS REPORT**

The President, Billie-Ann Woo presented the report to the Members of the Society. It included the following:

- On March 13<sup>th</sup>, the museum closed to the public due to COVID-19 until mid-July.

- Monthly meetings were held virtually, and Sara worked from the museum and focused on various projects. The coordinator's hours were scaled back to focus on health safety and appropriate distancing from contractors during this time.
- The President thanked staff and volunteers for their dedication and diligence to safety.
- Income was significantly reduced from \$19,076 in 2019 to \$4,740 in 2020.
- Most of the museum programming including concerts, school program visits, most rentals and community events were cancelled.
- There were 965 visitors in 2020, compared with 7,110 in 2019.
- A safety plan and supporting documents were developed and have been updated as new regulations have come out. We also created a Safety Committee.
- Several enhancements were made to the tour format to increase health and safety and make the museum more inclusive, including:
  - Audio guides & podcasts
  - Paper map & guide
  - Large signage for visitor guidelines and room information
  - Tea giveaways
  - Masks for sale
  - Continual communication with the community and stakeholders
  - Increased cleaning and sanitation and developed protocols.
  - Transitioned to an online ticketing system.

## **ELECTION OF DIRECTORS**

The President presented the Proposed Slate of Officers for the Year 2022 and called for further nominations from the floor.

UPON MOTION DULY MADE by Anthony Norfolk and seconded by Tanya McCarthy, IT WAS RESOLVED that the following persons were elected to act as Directors for the 2022-2023 term until the 2023 Annual General Meeting:

1. Billie-Ann Woo, President
2. Jason Eckford, Treasurer
3. Tanya McCarthy, Secretary
4. Anthony Norfolk, Past President
5. Paul Busch, Director at Large
6. James Gibson, Director at Large
7. Benjamin Hutchinson, Director at Large
8. Anita Lee, Director at Large
9. Lindsay McIntosh, Director at Large
10. Diana Mogensen, Director at Large
11. Elizabeth Roach, Director at Large
12. Taylor Tomko, Director at Large
13. Sarah Wang, Director at Large

## **School Programs**

- The goal of the elementary school program is to give school-age children a sense of life in Vancouver's West end circa 1900. The content of the program meets the learning outcomes of the BC ministry of Education Social Studies 5 curriculum. The tour includes artefacts, house tours, and an art component. A video and online program was put together during COVID.
- UBC and Langara students are helping review content and making more user friendly for teachers.
- The McGrain Pearson foundation has helped sponsor the program in the past.
- The group plans to develop a user-friendly online program.

## **Justice, Equity, Diversity, and Inclusion (JEDI) Committee**

- The committee will be focussed on a cultural safety plan and an organizational justice, equity, diversity, and inclusion policy.

- This committee will provide opportunities for professional development and training for the board, staff and volunteers regarding JEDI-related issues and marginalized communities.

#### **House Projects**

- The city requires us to carry out annual improvements to the house annually. A plan is developed each fall and carried out pending funding in the following year (usually two rooms per year).
- Projects for 2022 will cover the girls' and parents' bedrooms. This includes:
  - Acquiring a wash bin for each room
  - Wallpaper repairs in parents' room and den
  - Reupholster two chairs in the parents' bedroom
  - Replace the chimney cover that is exposed in the girls' bedroom.
  - Carpet for parents' bedroom and boys' room
  - Refresh lighting and Plexiglas drawer inserts
  - Deep cleaning of rooms

#### **TERMINATION**

There being no further business, UPON MOTION DULY MADE IT WAS RESOLVED that the meeting be terminated at 8:34 p.m. The meeting was followed by a social.

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Billie-Ann Woo, Chair

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Tanya McCarthy, Secretary