

# AGM Coordinator Report 2020

October 28, 2020

Hello to all,

Well so many things have changed since our last AGM for S.O.A.R. As your coordinator I have been very busy taking care of S.O.A.R. business, filing, answering calls and working with a great group of survivors.



A lady so kindly donated a book shelf for the S.O.A.R. office, it has 5 very large shelves, and holds all of our books. I typed up a list of all the Authors of our books and Bruce so Kinley put the list on our S.O.A.R. website. I have been keeping up with the filing system that I have put in place and everything is organized.

Our peer supporters have been working hard to reach out to their peer clients, that has been a very difficult time this year with the Covid 19 Pandemic hitting us. We have had many struggles in our personal lives being locked down due to the pandemic. But we have tried to keep in touch with our peer clients via phone. We have been trained in Google meets but most of the peer clients like talking over the phone.

For the board meetings, and monthly meetings we have been meeting is via Zoom. S.O.A.R. purchased a year of zoom to make sure that all of our peer supporters have access to attend meetings.

I also started a course this past spring called Office Procedures 1, I finished the course with a very good mark. I started a second course this past September called Communications-Workplace foundations, this is a very in-depth program. S.O.A.R. so kindly paid for I will follow through to the end. These courses have taught me many things that I have brought back to S.O.A.R. and have worked with them in the office.

I thought it would be a good idea to replace the computer in the office. The older computer was slowing down and not working well. I presented to the Board that our computer system was not working well and they voted on getting a new computer. I purchased the new computer and Bruce so kindly transferred over all the files.

I have been keeping a record of all the mail that comes in via the post office since February 19, 2020 until today. In my records about 15 to 20 items come to our post office box, which some of them are fliers. That does not include our Bell Aliant bill which is sent to the Open arms mail box located 32 Cornwallis St. Kentville.

I look forward to working with our new peer mentor Sally she will be an asset to S.O.A.R. I look forward to the future with S.O.A.R. meeting new people and working with all of the volunteers that we have now.

Thank you and be safe

Coordinator Rhonda

