UVRA AGM 2023

OFFICE REPORT

Office Update: June 2022 to September 2022

- The UVRA office was closed during July and August, but phone calls, mail, and emails were retrieved and handled weekly.
- A significant number of new members joined UVRA during the summer months of 2022, which was unusual compared to the past few years.
- Many emails were received regarding UVic parking for UVRA Retirees, and Margaret Klatt and Peter Liddell handled the situation efficiently.
- The office successfully organized the September 24th face-to-face workshop on "Smartphone Security- The Dangers of the Mobile World."

Office Update: September 2022 to November 2022

- UVRA continues to receive invitations from various sources (UVic, CURAC, AROHE, etc.) to pass on to its members. Sending each invitation singly generated the receipt of numerous emails. So, a new system was implemented to handle this issue. Members are now receiving very brief information about all the invitations available as part of a Friday-sent email. New arrivals are highlighted in that emails. If more information is wanted, the readers can click on the link provided in the email, which takes them to UVRA's website Events page.
- The UVRA website was in dire need of a thorough review. This big job was done from September 2022 to November 2022. All information on it is now current and will be kept current regularly.
- Two guided walking tours of Victoria were organized in Fall 2022 (October 13 and November 17).
- The office organized another online technology series workshop on November 30, 2022, on "Online fake news, misinformation, and disinformation: how to identify them and avoid them."

Office Update: November 2022 to January 2023

- A large wave of emails was received due to the change in the UVic webmail system. Many members sent emails to know about the update, and they raised their concerns about losing their Uvic email access. Consequently, many members sent emails requesting to change their email address from @uvic.ca to another non-UVic email address.
- UVRA successfully organized the 2022 Christmas Lunch Program at the University Club, which was held on December 14, 2022.

Office Update: January 2023 to March 2023

- UVRA successfully organized the 2023 Chinese New Year Lunch Program, which was held on February 01, 2023, at the Lees House Restaurant.
- The 2023-2024 annual renewal process started on the first week of March 2023 and will continue until June 30, 2023.

Office Update: March 2023 to May 2023

- After sending Friday's group email on March 24, 2023, the office received a large wave of email bounce notifications (28 emails), all from "@uvic.ca." It occurred due to the change in the UVic webmail system because their "@uvic.ca" emails were no longer valid. Then the office made a list of these members, and Zulette Gordon reached some of them over the phone. The office continues communicating with them to update those members' files with the new emails. For some members, the office will be sending mail to their home addresses if necessary.

Thank you, UVRA board members, for supporting me in becoming the Office Manager effective September 08, 2022. I am grateful for your generous support and inspiration. Any suggestion that helps maintain the office work more efficiently will be cordially appreciated.

Respectfully submitted by-
Sanjit Roy,
UVRA Office Manager