

**SECHELT SENIORS ACTIVITY CENTRE
5604 Trail Avenue Sechelt BC**

**Minutes of the Board Meeting
Tuesday, May 13, 2014**

Present: Kit Artus, Ron Atkinson, Dorothy Fraser, Phil Green, Maureen Heaven, Brigitte Horn, Barbara Lightfoot, David Marsh. Joanne Rykers, Linda Stroud, Doug Whitworth.

Regrets: Douglas Smith

The Meeting was called to order at 9:30 a.m.

- 1) The agenda was adopted with the following additions:
 - Under Business arising from the last meeting add 2) Pickleball (Barbara)
 - Under New Business add 2) Volunteer Lunch (Kit)
 - First item to be a presentation from Mo Farn, re: Funtastics Production 2014.

- 2) The Minutes of the April 8, 2014 meeting were adopted.

Report re: Funatastics Vaudeville Show for 2014, Mo Farn

Mo's in depth report was circulated to the Board.

Mo noted that projections had been correct, also that having the show "cabaret style" had been very successful.

There were a multitude of health problems for cast and crew. However, the main problem remains the availability of space for rehearsal. Rehearsal this year was just one day in the auditorium and one day at the Anglican Church. Mo expressed frustration with this.

Mo reported he will not be leading the group next year due to other commitments, but expects one or more people to step up and take over.

Barbara asked that she be informed of the new Board Liaison person.

Ron offered a vote of thanks to Mo for all his hard work and noted that, once again this year everyone had been impressed at the high level of the performance.

- 3) Business arising from the April 8, 2014 meeting

Pickleball:

Barbara attended a meeting with Karen, Douglas Smith, Joanne and Doug Whitworth. It was confirmed that Pickleball sessions at the Centre are under the SSAC umbrella, not the Sunshine Coast Pickleball Association. Karen will remain as Chair of this activity. Barbara wishes to set up a committee of players, with representatives from all levels of play. Any group wishing to practice for tournament play may rent space from the Centre privately unless they are to represent the SSAC at the tournament. Regular

play sessions must be open to all. Karen has agreed to circulate an e-mail to all players, clarifying this. All players must be members and pay the \$3 activity fee.

Barbara recognized that Karen has done an outstanding job of organizing pickleball on the Coast and this has brought more people into the Centre.

Motion: Doug Whitworth:

That all tournament practice, unless to represent the SSAC, is to be paid for as a rental.

Second: Kit.

Carried: David marsh abstained from the vote.

Credit Card Processing: (Maureen)

Maureen reminded the Board that the Financial Committee report regarding credit/debit processing had been presented last month. The recommendation was that due to training, extra time required for bookkeeping and other issues, we should not move ahead at this time.

Phil informed the Board he has met with Lisa Ireland who uses the "Square" device in her small business. Lisa is willing to come and demonstrate the device to the Board. Phil noted that the device could be used with an "e-reader" or other device and the Centre does not need to purchase a smart-phone. Phil feels we should look at it more before making a final decision. The Board agreed that Phil should ask Lisa to address the Board at the next meeting.

4) Correspondence:

Barbara has received a card of thanks from the Credit Union, who were very happy with the way everything went at their AGM.

5) Committee Reports:

a) Bus, Maureen

All bus trips have been cancelled for May so far, due to lack of participation.

Tea and trumpets will go on Thursday and the 4 day Wine Tour will go.

Discussion: Tea and Trumpets season Oct 2014 to May 2015. We have 7 people signed up. We need 10 people in order to buy the reduced price tickets. Participants have already been asked to pay extra to cover the bus costs. It was agreed that the Centre will buy 3 tickets and try to sell them individually. Unsold tickets could also be used as door prizes etc. We will also try to bring people into Vancouver for shopping trips etc. in an attempt to fill the bus.

b) Computers, Phil

Phil informed the Board of the anti-spam law, in effect July 1st. TechSoup will put on a webinar and Phil will advise the Board as to when this will be available. There is an article from the National Post that will be available in the office.

The Blue Ray player has now been replaced and will be tested today.

Kassie reports very favourable reports from renters regarding the new system.

The Board discussed the sign for Coast Cable. A redesigned sign will state that Coast Cable donate services to the Centre. The sign will be mounted on the outside of the audio/visual room door.

Phil made the Board aware of the need for proper records retention. Everyone needs to be backing up their systems in a timely fashion. This item tabled for discussion as part of the ongoing "records retention" item, to be discussed at a later date.

c) Maintenance, Ron

Recent problem with the alarm system has been traced to a faulty sensor and is now rectified.

Additional work has been done to the stairs to the back parking lot to make them safer. A small chest freezer has been purchased and is now in use for the frozen entrée program. A dedicated circuit will be added to accommodate the 2 freezers.

Marsh Landscaping awarded the contract for the Landscaping and wall replacement. The work will commence in June at an estimated cost of \$15,000. There will be some disruption to parking during this project.

A complete renovation of the lighting system is being planned. Not all figures are in yet. We are trying to get maximum benefit from an available BC Hydro rebate. Expected savings could be up to 57% or \$850 per year once the work is completed. We have a \$16,700 New Horizons grant in the bank towards the cost of this work. Ron will be asking the Board for approval to go ahead with all the required work and will bring completed figures to the next Board Meeting for consideration.

d) Treasurer's Report, Brigitte.

Brigitte informed the Board that the Centre is in good financial standing.

In response to questions regarding Bus income, we have \$12,000 which includes \$8,000 down payments for the Wine Tour.

e) Kitchen, Doug Whitworth

The kitchen is doing well and meeting costs.

Frozen entrée sales will begin tomorrow.

Only small size entrees will be available for now.

f) Membership, Kit

The handover from Joanne to Kit, the new Membership Chair, is now complete.

Approximately 10% of members surveyed during the recent membership check had not renewed their membership. There will be a campaign to have members carry cards at all times. It is also suggested that each activity have a sign in sheet where attendees would sign in and list their membership number. The Board agrees that this should take place.

Joanne notes that sometimes we do have a mistake in our records and that this is a good way of finding them.

200 people from last year have not renewed. A mini survey (calling) will take place to try and determine if these people need assistance with transportation etc.

g) President's Report

Each Director is responsible for shredding as required. Please do not leave documents on top of the shredder. If it needs shredding – do it now.

Irene is away from May 19-29. Directors, please ensure desk schedule is covered.

Tea for Two will start June 24th.

Tickets for the Volunteer Lunch are available. Please list the ticket # next to the name. As we did last year the Centre will purchase \$10 I-Tune cards for the young volunteers that help at the volunteer lunch.

Please ensure that the freezers are locked at night.

Barbara offered a vote of thanks to the Directors for their hard work and support.

Report re: Senior's Planning Together Meeting, Linda

Ongoing discussion of the needs of Seniors.

The SSAC is held in very high esteem by all the organizations represented.

The idea of a "Senior's Planning Table" for the Coast was introduced.

Of interest:

- Almost half Sunshine Coast residents over 55. Only Parksville has a higher percentage.
- Largest growing group using the food bank on the Coast are women over 60.
- When older seniors can no longer drive, they become very isolated. They may not feel they can bother someone by asking for a ride to a social event. When memberships lapse, we could be asking if there is a transportation problem and try to arrange volunteer pick-up for some select activities – such as the Friendship Tea.

Volunteer Lunch, Kit

Kit reports that plans for the Volunteer Lunch June 23rd, are progressing.

Following a discussion of cost, it was decided that we will not hire an entertainer. Music will be played through the new sound system.

Tickets are now available at the front desk. Please record volunteer's name and the ticket number.

Meeting Adjourned at 12:15

Next Meeting June 10th at 9:30