

Agenda for November 6, 2018, Fall Membership Meeting.

SECHELT SENIORS ACTIVITY CENTRE SOCIETY
5604 Trail Avenue Sechelt B.C.

FALL MEMBERSHIP MEETING AGENDA

Tuesday November 6th, 2018, 1:30 pm to 2:30 p.m.

- Call to order and singing of O Canada
- Moment of silence to remember those Members who have passed away
- Adoption of Agenda
- Adoption of Minutes of Annual General Meeting of March 8, 2018
- Introduction of Craig Heffernan as new Maintenance Director. Motion to confirm appointment of Craig Heffernan as Maintenance Director.
- President's Report
- Maintenance Report
- Treasurer's Report - Motion to accept financial statement for January 1, 2018 to October 31, 2018.
- New Business:
 - Confirmation of number of voting members present at meeting.
 - Membership dues 2019 - Motion to approve board motion to increase yearly membership dues from \$25 to \$30.
 - Revision of Constitution Purposes - Motion to delete present purposes in our constitution and approve new purposes in our Constitution as required by the federal Charitable Societies Directorate and approved at October board meeting as detailed in Special Resolution detailed below. (*Motion requires 75% majority vote for approval.*)
- Adjournment of Meeting
 - Questions and comments until 2:25 p.m.
 - Ceremony to accept Telus Donation to Renovations
 - Coffee, tea and conversation.

SPECIAL RESOLUTION to FALL MEMBERSHIP MEETING, Nov. 6, 2018.

(In order to maintain our Charity status as a Society, the purposes approved in our constitution needed to better describe our society so that all of our activities reflect charitable benefits for our members and our community. These have now been given preliminary approval by our board and have been reviewed by the Charitable Society directorate of the federal government and will now be presented as a special resolution at our Fall General Membership meeting on Nov. 6, 2018.)

CONSTITUTION PURPOSES:

To support and improve the lives of seniors and persons with disabilities by:

- providing an affordable nutritious meal service
- encouraging active participation in physical exercise classes and groups such as pickle ball, dancing and daily exercise opportunities
- calming emotional stresses by fostering joy and happiness with activities such as art, crafts, music and drama groups
- inviting our younger community members to assist and mingle with our seniors in social activities for their mutual benefits with activities such as bus trips, entertainment and volunteer opportunities
- providing seniors with mentally stimulating activities such as bridge, literary groups and educational classes to learn how to use new technologies and communication methodologies
- providing a safe, clean, friendly and healthy place for seniors and persons with disabilities in our community to gather and mingle such as in our craft room, games and meeting rooms and reading lounge where seniors can enjoy opportunities to serve others, share experiences with their fellow peers, and find ways to feel worthwhile and befriended
- hosting seminars on topics that provide knowledge to improve the quality of life for seniors

To support seniors to contribute to:

- helping to relieve world poverty and crisis by sponsoring and facilitating the settlement of refugees in our Canadian community by providing one or more refugees with care, lodging, settlement assistance and support and thus giving an opportunity for seniors to help better this world for others

To support seniors and the community by:

- advancing the public's appreciation of the arts by offering our auditorium

- venue for high quality performances and events
- by ensuring that all other activities that are ancillary and incidental, help to achieve one or more of the above charitable purposes

Motion: That the Constitution purposes presented to the Fall Membership meeting of the SSAC Society and bylaw changes that need to be correlated with these purposes and receive board approval, will be adopted by special resolution (requires a 75% majority approval by the voting members present at the meeting) at the November 6, 2018 board meeting.

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The following are the minutes from the AGM of March 8, 2018, that need to be approved by Motion at the Fall Membership meeting.

#### ANNUAL GENERAL MEETING MINUTES

Thursday March 8, 2018, 1:30 pm

Board Members present: Kit Artus, Ron Atkinson, Margaret Boyd, Dorothy Fraser, Wayne Jensen, Barbara Lightfoot, Donna Marsh, Kit Moffat, Joanne Rykers,

Absent: Tony Stroud, Linda Stroud

Guests: Peter Treuheit, Mobius Architecture

Solution Based Contracting Ltd.

124 members were in attendance meeting the quorum requirement.

1. President Joanne Rykers called the meeting to order
2. Barbara Lightfoot led the singing of O Canada.
3. Moment of silence was observed to remember those Members who have passed away.
4. Agenda was adopted. Moved Peggy Malcolm/ Seconded Judi Wilson – CARRIED
5. Minutes of the General Meeting – November 16, 2017 – were adopted. Moved Laurel Ennis/ Seconded Weldon Congdon – CARRIED
6. Expansion Project - A slide show was presented by Peter Treuheit of Mobius Architecture Inc., showing the building overview, and the areas where expansion and renovations were planned.

7. Joanne read out the Special Resolution re: Renovation financing. Discussion followed: Laurel Ennis – Are we implementing ‘Dark Sky Lighting’? Yes, all lights shine down; Paul Rhodes - Question 1 Parking reduction: Joanne answered we are addressing our current needs; Question 2 regarding competitive tender concerns: Joanne responded, in order to have construction begin June 1, which is our best-case scenario, competitive tendering would very likely not allow us to meet this date. Having a June 1st construction begin date allows for less disruption of activities at the Centre. The contract would go to Solution Based Contracting Ltd. who come highly recommended by several sources; the new wing on the hospital, the Credit Union, just to name a few. Serge Planidin – can you give us any idea of how long and auditorium would be unavailable: Darren advised it would be very difficult to give an accurate estimate. Joan Stanton – Regarding financing, one project I worked on financed it through debentures. Joanne thanks her for her suggestion. Ingrid Prosser – what steps have been taken to obtain government funding: Joanne advised we are in continuous communication with the Federal Government and we will be applying for funding. Leagh Gabriel: would a Port-a-Potty be available during times when the water has to be shut off: it might be considered but there are other issues as well as the water and electricity being turned off. Leagh also mentioned there are LED light fixtures available instead of fluorescent lights. Errol Lipschitz – out of the \$874, 000.00, how much has already been spent? None. How much is the Line of Credit for and shouldn’t the special resolution state the amount? Joanne explained in negotiations with the Credit Union the Line of Credit would be drawn against only as needed and the interest would be charged only on what was used. After a year, this line of credit would become a construction mortgage. The amount would be \$600,000.00 and the interest would be 5.75%. We have a \$414,000.00 contingency fund as well. The financing we are going after is a bridge while we apply for grants and do fundraising. Donald Fraser: Just to advise the LED lighting mentioned earlier caused problems in one building, that I am aware of. Weldon Congdon: regarding the changing of the wording for the resolution, could we do an amendment to the verbiage rather than change the resolution? It was noted that several members who had to leave early, had already voted

on the existing wording and we cannot change it. **A motion to adopt the Special Resolution as presented. Moved by Mary Bittroff/Seconded by Cheri Kingsland** Joanne thanked the members of the Planning Committee – Ron Atkinson, Tony Stroud, Donna Marsh, Charlie Jensen, Mike Lane, and David Lightfoot for their knowledge and experience to move this project forward.

8. A brief break in the meeting was called and Joanne asked the scrutineers to collect the ballots handed to the members as they signed in, and to count them and report back to the meeting. The scrutineers are: Barbara Lightfoot, Wilma Lorimer, Irene Jankovits, Val Galat and Gordon Cassidy.
9. Constitution Amendment – The Government of British Columbia instituted a new Society Act last November which meant that all societies had to bring their constitutions and bylaws into alignment with the new law. Our existing constitution has unalterable clauses which are no longer allowed and Joanne read these out to the members and explained how these were now part of the bylaws. (see handout) No motion is required on this item as these changes are mandatory.
10. Joanne then gave a brief synopsis of her President’s report and the Finance report. The complete reports are in the Annual Report. (See Annual Report) The budget for 2018 will be adjusted based on the results of the special resolution today. **Motion to approve the net income of \$43,765.00 Moved by Don Fraser/ seconded by Leroy Pattison**

**CARRIED**

11. Maintenance Committee: Ron Atkinson highlighted some of the major maintenance upgrades which occurred over the past year: the new auditorium floor, a wheelchair lift for the stage, and new stage curtains (see attached)
12. No comments from the floor on the Annual Report.
13. **The Ballot Tabulation was completed: with 124 members present, the vote resulted in 112 votes In Favour, ten votes Not In Favour. The Special Resolution was CARRIED.**
14. Joanne said a big thank you to the Board Members and all the volunteers who pitch in and help out. We could not do it without their assistance and it is very much appreciated.

15. The meeting was turned over to Barbara Lightfoot, Chair of the Nominating Committee who thanked the present Board for all their hard work and devotion to the smooth running of the Centre. She then dissolved the current Board and asked the board members who are running for the upcoming year to come to the front of the auditorium as she called out their names and the positions they were volunteering for. She asked each board member to say something about themselves, their background, etc. **As only one candidate ran for each position, these Board Members are elected by acclamation.**

Barbara then administered the Oath of Office.

16. Congratulations to the new Board Members for 2018. The new slate of Officers and Directors are as follows:

Wayne (Charlie) Jensen for President;

Joanne Rykers for Past President;

Ron Atkinson for Vice President;

Sylvia Graber for Treasurer;

Mary Bittroff for Secretary;

Len Coombes for Maintenance Director;

Tess Apedaile, Director at Large;

Kit Artus, Director at Large;

Margaret Boyd, Director at Large;

Chris Kane, Director at Large (in absentia, Chris was unable to attend today's meeting);

Christine O'Brennan, Director at Large (in absentia, Christine was unable to attend today's meeting)

Roy Wren, Director at Large (in absentia, Roy was unable to attend today's meeting);

17. Charlie Jensen asked for a motion to adjourn the meeting. Moved by Tony Dawson/Seconded by Judy Rother. **Meeting Adjourned at 3:30 pm.**

18. Charlie asked members to remain as he presented Joanne with a bouquet of flowers and a gift for her three years of service at president of the board.

19. He then asked members to stay for refreshments. ~~~~~

## President's Report Fall General Meeting 2018

A lot has been going on behind the scenes since the last General Meeting. The addition and renovation got started in June and is nearing completion. The funding for the project has been facilitated through a Construction Mortgage with the Sunshine Coast Credit Union and solicitation of the membership and outside sources for donations & grants. Many activities have remained available either on site or at rented facilities, providing a continuing revenue stream.

Let's get into some specifics: After the approval to proceed with the building project at the March AGM the Planning Committee got with making the construction happen. The necessary drawings and permits were acquired to enter into a building contract. A number of contractors were asked to bid on the project, only one could meet our time line for start date. We entered into a Stipulated Price Contract with Solution Based Contracting in the amount of \$864,514.88, the cost has risen due to add-ons and unforeseen expenses. The final cost is expected be approximately \$875,000.00. We had a site walk through with the contractor on the 30<sup>th</sup> of October to assess the work so far. Much of the interior reconfiguring is well under way and the exterior framing and sheeting is up for the addition. The new roof trusses are installed and the roof is on, but we appear to be at least 5 weeks behind schedule. The contractor doing his best to mitigate, as much as possible, any delays. It is appearing though; we will not have full use of the Centre till late November. We are having on-going discussions with the architect and contractor to try to find ways to get us back in the building as soon as possible. Any delays seriously affect our sources of revenue, and ability to meet rental commitments.

The fund-raising is moving forward, we have received donations in the amount of \$225,000.00 to date, from both corporations the membership mail-out. We have used \$270,000.00 of the Construction Mortgage and are hopeful that we will not need to take out much more. The Fundraising Committee is now contacting other possible corporate donors. We still need to find several large pockets of money to end up mortgage free. If you have been away and have not yet made a contribution make an effort to do what you can, and if you have any fund raising ideas or can help contacting possible sources monies, please talk to the fundraising committee.

Gillian our rental coordinator is busy working on the fall schedule, and will be talking to activity leaders as to their space and time needs. The special events committee is gathering ideas and starting to plan for our reopening. We will be looking to the membership to assist in moving back into the Centre and getting back to normal operations. If you can help, please contact the office.

Thank you for your continued support of our Senior Centre.