

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

**Minutes of the Board Meeting
Tuesday, February 11, 2014**

Present: Tess Apedaile, Ron Atkinson, Phil Green, Dorothy Fraser, Maureen Heaven, Brigitte Horn, Barbara Lightfoot, Douglas Smith, Linda Stroud, Doug Whitworth.

Regrets: Joanne Rykers

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

- 1.) The agenda was adopted. Noted that the Appointment of election committee and scrutineers is under by law 5.05, not 5.08 as noted in the agenda.
- 2.) The Minutes of the January 14th, 2013 meeting were adopted.
(It was later noted that the date of the trip to Cloverdale Raceway is February 23, 2013, not February 26th as reported in the minutes.)
- 3) Business arising from the January 14, 2014 meeting:
 - Review discussion and update of the policy manual. This item was first moved to the end of the meeting. As time was short, a special meeting has been called for Tuesday, February 18 at 1.00 p.m. in the Dr. Farish Room.
 - AED training. Barbara reported that the training for AED was well attended. Ron reported that he is still waiting for the box that will allow the unit to be properly mounted. Barbara feels that one member should be properly trained and certified to use this equipment. This person could then train anyone else at the Centre. Ursula Smidhauser, a recently retired nurse, has offered to take this on. The cost of the training will be \$65.00.

Moved: By Dorothy Fraser that the Board approve payment of \$65.00 for training costs.

Seconded: By Phil Green.

Carried: Unanimously.

- 4) Correspondence:
 - A certificate of thanks has been received from Vancouver Coastal Health.
 - Ron reports a letter of thanks has been sent to the Lions Club, thanking them for their donation of chairs to the Centre.

5) Committee reports:

Bus Committee, Maureen.

January was not a good month for bus trips. 3 Trips were cancelled due to lack of participation. The Board noted that this may be due to Christmas spending and the fact that people have often travelled themselves during December.

Maureen reports that Paul, one of our drivers, will be unavailable from March to September. Rick is on holidays, so we have only 3 drivers at the moment.

The Cloverdale Raceway trip has enough participants signed up and will go.

There is lots of interest in the wine tour and it looks as if there will be enough participants for that trip.

Increase in ferry fares and how that may affect our members was discussed.

Computers, Phil.

People are disregarding the limit of four per class on the sign-up sheet. This is causing problems as more than four is too many to teach.

All phone and internet drops are now complete. Ron pointed out that a “wired phone” is required. Linda has one she will donate.

Coast Cable have agreed to supply 2 new boxes, full HD package and new modem.

Usual cost would be \$39.95 per month. Coast Cable will provide at no cost in exchange for one line of advertising on our monitor, an advertisement in the Echo and a sign on the Auditorium door. Discussion followed regarding the sign. Some Board Members felt we should not allow advertising within the auditorium. A sign on the door would in fact, be inside the auditorium. To allow advertising inside the auditorium is a change we may not want. Agreed for now that the sign can go on the inside of the door, where the equipment is located.

Phil informed the Board that, if we go to POS, we now have the capability.

Point of Sale: As Mo Farn was unable to attend, this item will be tabled.

Phil mentioned the possibility of purchasing an infra-red sensor for \$247. This will allow changes to the monitor, from the lobby.

Moved: By Phil Green that the Centre purchase an infra-red sensor.

Seconded: Ron Atkinson

Carried: 6 in favour, 4 against.

Maintenance: Ron

Jim Coffin's contract will be up in March. Ron wishes the Board to approve increasing Jim's hours from 4 to 4.5, 5 days per week.

Moved: By Ron Atkinson, that Jim Coffin's contract be renewed for a further 2 years at 4.5 hours per day, 5 days per week.

Seconded: Maureen Heaven

Carried: Unanimously

Ron explained the requirement for replacement of the landscape retaining walls and shrubbery. This work needs to be done to keep things clean and tidy. Three quotes will be requested. Expected cost for this work, including landscaping blocks, new plants and some changes to the parking lots to improve access, is \$6,000 to \$7,000.

Moved: By Maureen, that the Board approve this project, as described by Ron.

Seconded: By Brigitte.

Carried: Unanimously.

Treasurer's Report: Brigitte

The Centre is in good standing. Cash flow is high last month, due to membership renewals.

Kitchen: Doug Whitworth

Doug reported that the Kitchen Committee met recently and discussed the possibility of offering frozen entrees throughout the year. These entrees are very popular when available and would be useful to those members who require a hot meal on the weekend, when our kitchen is closed. Emily would be required to work 2 to 4 additional hours per week to offer this service. At this time we are looking into the possibility of a donated freezer and where the freezer could be placed.

Helpers for setting up coffee and washing dishes for the AGM have been organized. Emily will supply goodies.

Membership:

As Joanne is away there was no membership report.

Brigitte reported that, so far, we have sold 760 memberships for 2014.

President's Report: Barbara

Barbara expressed her thanks to the Board for all their efforts.

The new 211 service will launch at Seaside Centre on March 4th and we have been asked to put an advertisement in the Echo.

New Business:

1. **Telus.** Barbara reports that Telus would like to use the auditorium for a presentation to Seniors, regarding the benefits of the new fibre optic cables that are being installed. Barbara feels it would be similar to the Better at Home presentation, with a \$5 coupon towards lunch. Phil felt strongly that we should make the same offer to Coast Cable. Ron felt that we should not have any organization addressing our members during lunch.

Moved: By Linda Stroud, that the President continue discussion with Telus. The Telus presentation would have to be after 1:00 p.m.

Seconded: Dorothy Fraser

Carried: 8 in favour, 2 against

2. Living Alone Program.

This is a presentation that will be targeted to individuals of all ages, who live alone. It will be presented by Police, Fire and Ambulance officials. Barbara will follow up and obtain additional information.

3. Appointment of Election Committee and Scrutineers, for AGM.

Douglas Smith reports that Tess Apedaile, Irene Jankovits and himself will take nominations from the floor at the AGM. Tess, Irene, Douglas and Charles Ranchie will act as scrutineers..

Nonmembers can attend the AGM, however they will sit in a different area and not be given a ballot.

There are no votes by Proxy.

Once the election is complete, the new Board will take the oath.

Meeting adjourned at 11:45.

Special Meeting: for review, discussion and update of the Policy Manual, Tuesday February 18, 2014. 1:00 p.m. in the Heritage Room.

Annual General Meeting: Thursday, February 20, 2014 at 1:30 p.m. in the Auditorium.

Next Board Meeting: Tuesday, March 10, 2014 at 9:30 a.m. in the Craft room.