

Sechelt Seniors Activity Centre

Annual Report 2015 PART A

EXECUTIVE and ADMINISTRATIVE REPORTS

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PART A EXECUTIVE AND ADMINISTRATIVE REPORTS

PREAMBLE

A vital and active core of Seniors established the Sechelt Seniors Activity Centre. In 1976 the group was incorporated as Branch 69 of the Senior Citizens Association of B.C. They had the vision and foresight to establish their own Centre. In 1992 the property on Trail Ave. was purchased, and the Centre was completed in 1993. The building was built and financed by the founding members, with assistance from a caring community. In 1999 The Sechelt Seniors Activity Centre (SSAC) was incorporated as an independent Society under the B.C. Society Act. The Sherlock family donated the parkland behind the Centre to the SSAC.

The SSAC is the only Seniors Centre in Canada that has been built and financed solely by its members. We have never received operating funds from the municipality. To date, our Centre is run almost entirely by dedicated and skilled volunteers, including a working Board of Directors.

The SSAC believes that providing physical, social, intellectual and artistic programs of a high standard will assist the community's older adults through their participation, and improve their wellness and quality of life. We believe the Centre does this by:

Providing stimulating and enriching social, intellectual, and physical activities; Providing a setting for companionship and support;

Providing homemade and nutritious lunches at reasonable prices, and in a welcoming environment;

Encouraging volunteer involvement, utilizing the skills and abilities of members in the provision of services to other members;

Encouraging mentoring activities for elders who want to assist others in the community.

PRESIDENT'S REPORT

2015 was an interesting and challenging year for the SSAC, and for me, personally, since it was my first year as President. My report is an overview of events and activities at the Centre, and highlights our accomplishments during the year. Detailed reports from the Executive and committees are contained in Part A of the Annual report, while Part B contains Activity reports.

ACTIVITIES AND EVENTS

The Centre offers members over 30 recreational and cultural activities. It is estimated that over 500 participants enjoy activities weekly at the Centre. Physical exercise activities include Fitness classes, Pickleball, Dance, Carpet Bowling, Darts, Table Tennis, Tai Chi/Chi Gong, and Yoga. Artistic and cultural activities include Painting, Crafts, Quilting, Play Reading, ChairActing. We offer games such as Chess, Bridge, Poker, Cribbage, Scrabble, and Mah Jong, as well as Computer Training and Genealogy. New activities this year include Chess and "Keep Moving," a fitness class for those with mobility issues. The Centre bus makes day trips to shopping, sightseeing, and casinos, and overnight excursions to destinations of interest.

In the Fall, our very own vaudeville troupe, "The Funtastics" staged the production, "Back to Broadway." Three sold-out performances netted over \$6,000 to the Centre's coffers. The SSAC Chair Actors group have partnered with the Driftwood Players Society to co-produce the Noel Coward play "Blithe Spirit," which will be onstage in May at both the Heritage Playhouse and the SSAC.

It is important to note that all activities (with the exception of three paid instructors who are certified teachers) are led by volunteers. They give an impressive amount of their own time to organize and conduct sessions, and do the paperwork, and are to be commended. One activity, "Bridge Duplicate lessons," was dis-continued, and we are very grateful to Judy and Bob Wilson who faithfully led this group for several years.

A key aspect that makes the SSAC such a special place is the dining service provided by our chef, Emily McPherson, and her dedicated team of volunteers. During 2015 the Kitchen served approximately 1400 lunches per month, which is an increase of 34% over 3 years. As well the "Frozen Entrée" service, which allows both members and non-members to take out delicious meals for the very affordable price of \$5.00. It has provided a very needed service to the community.

COMMUNITY INVOLVEMENT

The SSAC is a vital part of the District of Sechelt, and many events involve the community at large. During the year, we offer a monthly "Friendship Tea," free of charge to our neighbors. In the summer months, there is the weekly "Tea at Two on Tuesdays," which is offered for a nominal fee. We were also pleased to participate in a major fundraiser for Hospice in May, and one for the Alzheimer Society in October. During the months of March and April, the SSAC facilitates a free tax preparation service offered by the CRA and Home Care Services.

The Centre provides space and equipment, and organizes the interviews. An important community service is the "Emergency Radio" group, which will provide communications during a disaster.

Other events attended by both members and the community include monthly dances, the Spring Garage Sale, the Open House in October, the Christmas Craft sale, and the Christmas and New Years' Lunches. Franz Erber, our bar manager, is to be commended for his reliable and efficient operation of the no-host bar service at dances and many special events.

A new and very challenging undertaking by the SSAC is the proposal to sponsor a refugee family from Syria. A working group of 15, supported by many other enthusiastic volunteers, has been working on this proposal. In December, the Board approved a motion to stage a Special Membership Meeting to vote on this proposal. This meeting was held in January, 2016, and the membership voted overwhelmingly to support this project. The working group is completing the application process, and, if approved, this project should be underway by mid-2016.

The SSAC appreciates the contributions of community businesses, especially Claytons Heritage Market, Pharmasave, the Sunshine Coast Credit Union, Sunshine Coast Ford, and the many others who supported us throughout the year.

RENTALS, RENTALS/ACTIVITY COORDINATOR

SSAC activities have priority, but our facilities are available for rental to community organizations and individuals. Rental income, which was \$28,000 this year, allows the Centre to contract the services of a much needed Rentals/Activity Coordinator. Kassie Ranchie, who served us exceptionally well in this role for three years, retired in May, but remains a valued SSAC member. Cathrine Fuller took on this diverse and challenging role, and has shown herself to be competent and committed. Rental coordination takes up about 25% of her time, while the rest is devoted to coordinating and scheduling activities, general office duties, and publishing the "Echo." The new color version of the newsletter has been well received, and will soon be available by email.

THE PEOPLE – MEMBERS, VOLUNTEERS, CONTRACTORS

Our yearly membership numbers remain, at about 1200, consistent with other years. Yearly dues remain at \$25.00. Membership is a requirement to attend activities. Membership is open to all ages, but voting members must be over 50. The lunch service, and community events are open to non-members, at differential pricing.

Volunteers are indeed the cornerstone of the SSAC. Each and every activity, event, the kitchen service, the maintenance operations, the fundraising, the committee work, and the day to day management of the Centre, is due to the dedicated work of volunteers. We recognize this contribution with special "Volunteers Appreciation Lunch," held at the end of June. This year the Membership Committee has taken on the responsibility to ensure that volunteers are welcomed, participate in an orientation, and are given an opportunity for tracking and feedback.

The Centre continues to enjoy a high standard of service from the three contract workers. As well as the Activities/Rental Coordinator, Cathrine Fuller, we are fortunate to retain the excellent services of our janitor, Jim Coffin, and our chef, Emily McPherson. We also have three contract instructors, leading activities that require certified professionals. Jacquie Allan teaches Fitness, Andre Casaubon leads the Yoga groups, and both are to be commended for their high level of leadership. They were joined in October by Lori Gregory, who is leading a class for those with mobility issues, a much needed service for our members.

FINANCE, BUDGET, GRANTS

The SSAC is in good financial health. The Centre's total revenue income, from activities, membership dues, special events, rentals, and grants, was \$281,673. Total expenses were \$249,017, resulting in a net income of \$32,656. The Centre's net assets are valued at over 1.9 million.

In March, everyone at the Centre was saddened by the sudden and tragic death of our Treasurer, Brigitte Horn. Brigitte was very competent in her role, and greatly missed. We were fortunate to find a very able replacement in Donna Marsh.

During 2015, the SSAC received a grant of \$4,000 from the Sunshine Coast Community Foundation, and awards of \$500 each from R.B.C. and C.I.B.C., through their retired employee volunteer programs. These grants were used for facility upgrades, and to provide equipment for our activities. We applied for two grants from the Government of Canada. Our application to the "Canada 150," fund was rejected, and we are waiting to hear from the "New Horizons" program in March, 2016. Maurice Farn is the Centre's expert in the grants and fundraising department, his skills in this area are legendary!

BOARD AND COMMITTEE WORK - HIGHLIGHTS

During the year, two General Meetings were held, as required by the By-Laws. At the AGM in February, a new slate of Directors was elected. At the October General Meeting, two resolutions were voted on by the membership: 1) The motion to adopt the revised Constitution and By-Laws was passed. 2) The motion to maintain "Seniors" on the outside signage was passed.

The Board held monthly meetings, except during July and August, as required by the By-Laws. Some significant work was done by various Board led committees. The Legislative and Policy committee, with the much valued assistance of lawyer Bill MacIntosh, completed a thorough revision of the Constitution and By-Laws. The next task for this committee, with the assistance of the Communication committee, is a revision of Policy and Procedures. A committee on Long-Term Planning was established, and will conduct a much needed report on expansion needs of the Centre. The group is currently engaged in data collection on building usage, and plans to hire a design consultant in 2016.

Building repair and renovation, equipment servicing and planning are done by two very hard working groups, the Maintenance committee and the Audio-Visual/Technology committee.

The AVT group also offers computer training classes to members. A special commendation goes to Tony Stroud for his development of the equipment data base, a system which is being adapted for other areas.

Other busy committees oversee the functioning of Centre Security, the Kitchen, Bus trips, and Pickleball. The Membership committee stages the annual "Open House," and is responsible for membership and volunteer recruitment.

BOARD GOALS FOR 2016

To continue to emphasize the support and recognition given to our volunteers, To develop a long term plan for building expansion/renovation and staffing needs, To provide better governance through revision of policy and procedures.

SUMMARY

2015 was an active and productive year for the SSAC and its members. The Board worked to provide good governance, while being sensitive to the needs of all our members and volunteers. We maintained a high level of service to existing activities, and began the process of long term planning. I extend my deep appreciation to the 2015 Board Members for their hard work, dedication, and support.

Joanne Rykers, President

Secretary's Report

The Minutes of the 2015 Board Meetings and General Meetings are available on the SSAC website and in a Minutes Binder in the office. Ask at the office to see a hard copy of Minutes, Financial Statements or our Constitution and By-laws. It has been an eventful year and I want to thank everyone who helped make the preparation of this Annual Report possible.

Gillian Smith, Secretary

Treasurer's Report

2015 was another great year for us financially. Most of our activities and productions were very well attended and the popularity of our lunches and frozen foods increased substantially.

We decided to engage an accountant, Peter Telfer, this year to review our accounting policies and procedures and to assist us in the preparation of our year-end financial statements.

A huge thank you to the many special people that help me so much in this position - I couldn't do it all without you.

Donna Marsh, Treasurer

SECHELT SENIORS ACTIVITY CENTRE SOCIETY

FINANCIAL STATEMENTS

(Unaudited - See Notice to Reader)

DECEMBER 31, 2015

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NOTICE TO READER

On the basis of information provided by management, I have compiled the financial position of The Sechelt Seniors Activity Centre Society as at December 31, 2015 and the statement of operations for the year then ended.

I have not performed an audit or a review engagement in respect of these financial statements and, accordingly, I express no assurance on the financial statements.

Readers are cautioned that these statements may not be appropriate for their purposes.

Peter Telfer

Chartered Professoinal Accountant

February 2, 2016 Sechelt, BC

SECHELT SENIORS ACTIVITY CENTRE SOCIETY

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2015

(Unaudited - See Notice to Reader)

	<u>2015</u>	<u>2014</u>
Activity Income Kitchen and Bar income Bus income Rental income Membership fees Grants Events and fundraising Interest income Other income	\$ 65,005 97,371 39,244 28,866 27,280 5,000 13,410 3,403 2,094	\$ 70,708 79,423 43,518 32,760 27,815 19,700 16,177 2,996 2,329
	281,673	295,426
EXPENSES Kitchen and bar expenses Repairs and maintenance (Note 3) Vehicle Utilities Salaries - administration Event and activity expenses Insurance Amortization Office and computer Volunteer expenses Wages - activity instructors Advertising Property Taxes	76,213 59,231 30,011 16,981 15,623 12,261 7,807 7,200 6,119 10,704 6,428 439	65,982 70,700 33,209 21,702 14,685 10,088 7,478 7,200 7,213 7,207 6,130 359
Excess of revenue over expenses (Note 3)	249,017 \$ 32,656	251,953 \$ 43,473
Net assets, Opening	<u>1.918,434</u>	<u>1,874,961</u>
Net Assets, Closing	<u>\$1.951,090</u>	\$1,918,434

SECHELT SENIORS ACTIVITY CENTRE SOCIETY

FINANCIAL POSITION

AS AT DECEMBER 31, 2015

(Unaudited - See Notice to Reader)

	<u>2015</u>	<u>2014</u>
<u>ASSETS</u>		
CURRENT ASSETS Cash Prepaid expenses Accounts receivable	45,804 8,029 1,358 55,191	3,729 7,807 - 11,536
Long-Term Investments Property, Plant & Equipment (Notes 1&2)	193,464 1,719,505	191,190 1,726,705
	1,968,160	1,929,431
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES Accounts payable and accrued liabilities (Note 3) Prepaid revenue	7,981 9,089 17,070	750 10,247 10,997
NET ASSETS Net assets invested in: Property, Plant & Equipment Unrestricted (Note 3)	1,719,505 231,585 1,951,090 1,968,160	1,726,705 191,729 1,918,434 1,929,431
APPROVED ON BEHALF OF THE BOARD		
William and the state of the st		Director

SECHELT SENIORS ACTIVITY CENTRE SOCIETY Notes to Financial Statements December 31, 2015

Unaudited - See Notice to Reader

Note 1 Summary of Significant Accounting Policies

Amortization

Property, plant and equipment are amortized on the declining balance basis applied to assets on hand at the end of the year, using rates outlined in Note 3. In the year of acquisition one half of the rate is used. In 2015 no amortization on the building or its contents was claimed.

Note 2 Property, Plant & Equipment

			Acc	umulated		Net Bo	ok '	<u>Value</u>
	<u>Cost</u>	Rate	<u>Amc</u>	rtization		2015		2014
Land	\$ 415,000	30%	\$		\$	415,000	\$	415,000
Vehicle	82,341	20%		43,200		39,141		46,341
Furniture and Equipment	80,364	20%		-		80,364		80,364
Building	 1,185,000	4%		_		1,185,000		1,185,000
	\$ 1,762,705		\$	43,200	<u>\$</u>	1,719,505	\$	1,726,705

Note 3 Correction of Prior Year Financial Statements

The 2014 financial position and statement of operations have been restated to remove the accrual for facilities upgrade.

The balance of net assets at the beginning of 2015 has been increased by \$45,000. The financial statements of the previous year (2014) have been restated to decrease the liability for Facilities upgrade by \$45,000 and to decrease repairs and maintenance expense by \$45,000, increasing net income from a deficit of \$1,526 to an excess of \$43,473.



Communications

Communications included the Seashell Echo (our monthly newsletter), our website and the Coast Reporter. We had four sponsors throughout the year for our weekly Coast Reporter column: Pharmasave, Sechelt Insurance, Sunshine Coast Credit Union and South Coast Ford. We thank them for their generous support.

The Seashell Echo is published monthly by Cathrine Fuller and posted to the website by Barbara Lightfoot. In 2016, we will also use an email list of people who wish to be notified when a new edition is posted online. Printed copies are available at the Centre.

At this time, we have one regular ½ page ad from Mandate Tours which generates \$50 per issue revenue. In 2016 we will offer a ¼ page ad space for members for \$25 per issue and Mary Clark has indicated an interest in having an ad in each issue.

Cathrine Fuller

Constitution Review

The Legislative and Policy Committee with the much appreciated assistance of lawyer Bill MacIntosh completed their extensive and thorough review and revision of the Constitution and By-laws to ensure that the Centre is run in manner that is responsible and fair. The revised Constitution and By-Laws were available for review in advance of the October General Meeting where the documents were presented, discussed and adopted. The new Constitution and By-Laws are available on the SSAC website.

Fundraising/Special Events

There was no active fundraising in 2015. The only fundraising was the following: donation.

- 1. Royal Bank Ambassadors (retirees) for \$500.00
- 2. CIBC Retirees Community Grant for \$500.00
- 3. Sunshine Coast Community Foundation Grant for \$4,000.00 for upgrades to the auditorium and Heritage Room.

Maurice Farn, Fundraiser

Kitchen Committee

The SSAC kitchen is run by a large organization, comprised of kitchen team, the reception team, day directors, and the kitchen committee.

The Kitchen Team, led by Emily McPherson, prepares and serves meals, organizes and cleans dishes, prepares statistics, issues menus and orders food and supplies.

This responsibility requires 5 volunteers 5 days a week. The kitchen volunteers organize themselves into teams and sign in on a large calendar adjacent to the kitchen.

The Reception Team led by Irene Jankovits, takes in the money and issues food chits to customers. This team also balances sales and cash.

Day Directors phone reminders to volunteers and fill missing volunteer spaces that are due to illness or call-ins. Day Directors also verify cash receipts against chits.

The Kitchen Committee led by Barry Pruden does medium and long-term planning for the kitchen in support of the Kitchen Team. This committee updates the volunteer list and phone volunteers where necessary to verify their status. It responds to inquiries made by the Board of Directors and by customers.

Last year this committee implemented the concept of frozen entrees introduced by Emily McPherson. New containers were introduced for take home food which has become an important part of our service. As well, an initiative to introduce new tablecloths is currently in production, the meal chit system has been revised, and a first- aid course of interest to SSAC volunteers, especially to the kitchen, was organized. The committee composed of Donna Marsh, Emily McPherson, Irene Jankovits, Linda Stroud and Barry Pruden met monthly and reported directly to the Board of Directors.

Barry Pruden, Kitchen Committee Chair

Maintenance Committee

The year has been one of general maintenance without too many bumps thanks to a great maintenance team.

The carpets in the office and the lounge have been replaced with tile in the office and vinyl planking in the lounge.

The auditorium, office, and Heritage rooms have been repainted.

We purchased a high speed floor burnisher that will save on the number of times that we have to strip and re-wax the floors.

Curbing was added to the rear parking lot.

Shade blinds have been installed in the office.

The wall between the kitchen and the Heritage room was reconstructed with sound dampening materials (insulation and two layers of sound board).

A preventative maintenance two year contract has been developed and signed with Coast Climate Control for the HVAC system.

Items that we will be looking at in 2016 are :-

Replacing the shrubbery along the North side of the property with low-maintenance plants.

Painting the craft room, Farish room and some bathrooms.

Cleaning the metal roof.

Continue developing and expanding the Data Base System.

Develop a detailed plan to facilitate the auditorium floor upgrade, including materials, costs and installation.

Develop a timetable and costing to upgrade kitchen appliances. This might be part of the overall long term planning for the Centre.

Carried over---

Upgrading the roadway marquee sign.

Add an exterior light to the North / West corner of the building.

Power outage emergency lighting in the green room and office.

Emergency radio upgrade to provide uninterrupted energy source such as a battery pack and transfer switch for auxiliary generator. (See Emergency Radio report)

Repaint parking lot lines and at the same time review space designations for handicap parking and scooters.

Ron Atkinson, Maintenance Chair

Membership Committee

The Membership Committee for the year 2015 consisted of the following people: Dorothy Fraser, LeRoy Pattison, Cheri Kingsland, Anne Stuart, Maureen Heaven, Dianne White, Bette Chadwick and Margaret Boyd (Chair).

The function of this committee is to attract and maintain membership for the SSAC. The total number of new and returning members for the year 2015 from January to September 30 was 1153. Memberships taken out or renewed from October 1st to December 31st are counted in the 2016 total. Membership records have been kept up to date weekly by Anne Stuart.

From October 1^{st} to December 31^{st} , new members pay yearly dues of \$25.00 but are covered for the period of October 1^{st} 2015 to December 31^{st} 2016. The yearly fees are prorated to \$12.50 after the Centre closes in June.

During the 2015 year, memberships brought in \$27,280.00 in revenue and \$825.00 was spent on Lifetime Memberships.

During the year 2015, the Committee met in the Spring, Summer and early Fall to plan for the Open House which was held on October 3rd 2015.

The Open House was attended by 170 visitors who enjoyed learning about the activities which take place at the SSAC. The afternoon also included refreshments and door prize draws. Sixty-six people signed up for new or renewed memberships at this time.

The Membership Committee has held three volunteer orientation sessions during the past year. During these sessions, new volunteers meet each other as well as other people who are currently helping to keep the SSAC running smoothly. Board members who are available also drop in to chat and have a cup of tea or coffee. We feel this sort of casual but social event helps to make our new members feel welcome.

Margaret Boyd, Membership Committee Chair

Life Membership

Life Memberships may be awarded to a member who has who provided outstanding volunteer service to the Centre or community. Congratulations to Barbara Lightfoot, Kaye Hermiston and Ed White, 2015's Life Membership recipients.

Nominations are received from the Membership and reviewed by the Life Membership Committee. Nominations must be submitted by September each year. If you wish to nominate a candidate for Life Membership, please obtain a nomination form from the office.

Reception Desk Coordinator

The Front Reception Desk Volunteers are the first friendly smiles and warm greetings you receive as you enter the Centre. There are 36 Regular Volunteers who work the Front Desk, of those 36 there are 13 on a Short Notice List, which means if someone calls in at the last minute and can't do their shift, we call one of these volunteers and they will come in and do that shift.

In January we had 8 New Members sign up to Volunteer either on the Desk or in the Kitchen. We are always looking for more volunteers. Some of our long time Volunteers have stepped down due to health reasons or they have decided to just enjoy the many other activities of the Centre. We thank them All for their many years of service. THANK YOU

There are 2 Shifts per day requiring 10 Volunteers per week. Their duties include:

- 1) Always having a fresh pot of coffee on the go
- 2) Greeting members and non-members entering the facility

- 3) Signing up new and renewing memberships
- 4) Setting up bus trips for members
- 5) Selling dance/raffle /event tickets and craft items
- 6) Keeping up to date on new things happening at the Centre
- 7) Advising and handing out our Newsletter (the Echo) and brochures to keep members informed of options and activities available at our Centre.

The Morning Volunteer goes into the auditorium at 11:15 in order to prepare to take members and non-members lunch orders. We fill out a lunch order slip, take their payment and help where we can. Without these wonderful people and those in other areas of the complex, there would be no Centre. The two words "THANK YOU" seem so inadequate so from everyone at the Centre, and especially me, a HUGE THANK YOU

Irene Jankovits, Coordinator Reception Desk Volunteers

Rentals and Activities

The Heritage Room was soundproofed last summer and consequently is seeing an increase in usage.

Saturday afternoon/evening rentals of the auditorium are down but we now have a contract with the Fung Loy Kok Tai Chi to use the auditorium every Saturday morning from 9:30 a.m. to 12:00 p.m. The rental was contingent on honouring our obligations for existing bookings, which affects six dates in 2016. We are beginning with a 4 month trial period with the intention of extending the contract to an ongoing rental. This rental income will offset the loss of the SC Film Society rental income.

Repeat bookings for annual events are happening on a more regular basis now, with some organizations booking into 2017. Some rentals have been turned down because their event would interrupt too many activities. We continue the policy that this is primarily an activity centre for our members and rentals are scheduled to accommodate members' use.

The 2015 revenue for Activities was \$65,005. This is down \$5702 from 2014

The reduced revenue is the result in a slight decline in attendance across almost all activities, with the exception of pickleball which brought in an additional \$533. The other major factor in the lower total for all activities in 2015, was the deficit of \$913 incurred by the Chair Acting Event compared to the profit in 2014 of \$2447.

Cathrine Fuller, Rental and Activity Coordinator

Security

This group consists of five dedicated members who volunteer their services to our Centre.

Monday to Friday Close

After departure of the Duty Director between 3:30 p.m. and 4:30 p.m., a tour of the building takes place. This ensures doors and windows are locked, electrical services such as coffee makers, dishwasher and lounge heater are all shut down. Minimum lights are left on and the night alarm system is set. Volunteers include: Andre Casaubon, Vern Matthaus, Dale Stewart, Peter Clegg and Mike McCarthy.

Rental Security

This service provides a presence during rentals to ensure against damage to our facility and assists the renter who is not familiar with available equipment and safety requirements. The best example of a need for this service is a wedding celebration, a one-time renter, with an open bar. A nominal fee is charged by the Centre and is passed on to our member. The member who gives up their weekend on occasion to provide this service is Rick McGowan.

Mike McCarthy, Chair

Information Technology

The Centre requires capabilities for Computers, Wireless networks, Audio, Video and the Lobby Monitor to provide services to both the Centre's members and to independent Renters of the Centre facilities. In addition to Emergency radio equipment, located at the Centre and tested on a weekly basis, the Centre has the following devices:

Office Two desktop and two laptop computers and one Samsung Galaxy Tab 4

and square device for credit card processing.

Computer Training One desktop, one laptop computer, one printer and a projector.

One Apple Mac desktop.

Maintenance One desktop and one printer.

Auditorium One projector, one audio/video booth with a variety of electronic components.

Centre building Two wireless access point devices for wireless reception for the Centre

Members and renters of the SSAC facilities.

All of the above require technical services to provide maintenance and updates in order to maintain the necessary capability for the Centre's requirements. Normally in-house service is provided but when necessary technical assistance may be called in to provide assistance and or to provide and install any new equipment or service.

The Centre, as a non-profit organization is a member of "Techsoup", a national organization that provides, through a variety of suppliers such as Microsoft and others, software and some hardware at much reduced cost to the Centre.

David Marsh, IT Technical Support

Emergency Radio Report

The SSAC is host to the Amateur Radio Station VE7 FJK and is part of the Sunshine Coast Emergency Response program. One or more of SSAC members who are also members of the Sunshine Coast Amateur Radio Club Society tests the integrity of the station each Tuesday morning. Those wishing to learn more about 'Ham' radio are encouraged to contact the Activity Chair. Lessons can be arranged.

Barbara Lightfoot, Activity Chair, VA7 CFX

Web Site Report

The <u>secheltactivitycentre.com</u> website has been well used over the past year. The majority of visits to the site have been to view the Seashell Echo, the luncheon menu and the bus trips. Several activities have added information about their programs, giving prospective members an overview of what to expect. Rental opportunities have been received from the community as a result of the website. The total cost to the Centre for the website expenses in 2015 was \$453.40.

Barbara Lightfoot



Sechelt Seniors Activity Centre

ACTIVITY REPORTS

PART B

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Argentine Tango

Tango classes resumed on January 8th 2016. This season we are expecting more new couples to join the class. There has been increased interest and promotion of the classes from current students. In July 2015 the Tango students also took part in the varied and exciting dance demonstrations at Sea Cavalcade. Instructors Alan & Patricia also did a demonstration at the Centre's Open House, along with a performance in May, in conjunction with the A-capella choir conducted by Janice Brunson.

In November, Alan & Patricia took two weeks and visited Buenos Aires, Argentina, enrolling in Tango classes to improve their own abilities. It was back to fundamentals, in the heart of the Tango world. A splendid experience in dance and South American culture.

As always the emphasis is on enjoyment of the dance along with repetition of fundamentals and working on mini routines to use at dances on the Coast.

Thanks are also extended to Marlene & Desmond Leeper for their instruction & inspiration. Thanks also to Sara Gerring & Michael Norton for their much valued assistance in classes.

Alan Barnes

Bridge

There are four different bridge games.

Bridge Upgrade - Monday 12:30 - 3:00 - by Peggy Malcolm and Charlie Jensen Monday Evening — Duplicate -7:00 - 10:00 - by Mike McCarthy and Fay McCarthy Thursday Evening — Duplicate -7:00 - 10:00 - by Mike McCarthy and Fay McCarthy Saturday Social Bridge - 12:00 - 4:00 - by Mike McCarthy and Fay McCarthy

Bridge - Monday and Thursday Night Duplicate Bridge

This activity provides a more competitive game where hands are placed in carriers with score sheets and passed from table to table, so that all partnerships play the same cards to determine standings from first to last. Monday night attracts from 16 to 24 members. Thursday night is less with 12 to 16 members attending.

Mike McCarthy, Chair and Fay McCarthy Co-chair

Bridge - Saturday Social

This activity has partnerships moving from one table to the next; five times with four contracts being played at each table; for a total of twenty contracts. Each partnership has a score sheet which determines the winners. The participants have voted to pay \$1 more than the \$3 user

fee. This is then distributed to the partnership positions of first, second, third and last. Typical attendance is 20 to 24 members.

Mike McCarthy, Chair and Fay McCarthy Co-chair

Bridge Upgrade

This activity on Mondays from 12:30 to 3pm, provides afternoon bridge in a relaxed and friendly environment. It has been operating continuously, in the same time slot, for 25 years. Participants range from absolute beginners to longtime players. They play with their own foursome, partner or come alone. Singles can usually be provided with a partner. Players of any age are welcome.

The focus is on supportive, non-competitive play and learning. Help with problem hands is provided upon request. Sometimes there is a brief tutorial (five minutes) at the beginning of the session. If one is returning to the game after many months or years, "Bridge Upgrade" will help to ease you back in.

Twice a year (fall and spring) beginner lessons are held in a consecutive four week period. Dates are advertised in the newsletter and bulletin boards.

Regular Monday afternoon sessions include most (TBA) holiday Mondays and run through the summer. Attendance ranges from three to ten tables, with an average of seven. Fee per session is \$3.00. In 2015, Monday Afternoon Bridge Upgrade brought about \$3750 into the Activity Centre.

For more information contact leaders: Peggy Malcolm: azureblue@telus.net, 885-8855 or Charlie Jensen: thatscharlie@telus.net, 885-8855

Peggy Malcolm

Bus Trips

The Bus Committee saw some personnel changes for the year 2015. Rick McGowan became the new coordinator as Rene Betts retired at the end of June. Many thanks to Rene for all her fine work. The Bus Committee now has a new Board Liaison, Linda Stroud, who took over from Maureen Heaven. A vote of thanks to Maureen who did a great job.

Also the committee was fortunate to have the assistance of Mary Clark who helped plan the overnight trips. The roster of bus drivers (Rick McGowan, Kathleen Dufour and Gary Bisang) remained the same for most of the year. We were fortunate to get two more drivers by the end of the year. The Bus Committee would like to welcome Tina Ramsey and Bill

Quarry. Generally the committee holds meetings once a month to plan trips and discuss any issues that concern the operation of the bus.

Bus Trips for 2015:

12 trips Casino (Hard Rock, Grand Villa, River Rock and Edgewater)

4 trips Shopping (Park Royal/ Cap Mall)

6 trips Tea and Trumpets

7 trips to other venues (Whistler/Squamish, Powell River, Van Dusen Gardens, West Coast Wilderness Lodge, local brewery trip to Persephone Brewing and local trip to Gibsons Public Market)

4 day trip to Tofino

3 day trip to Victoria and Chemainus

For 2016, the Bus Committee is going to organize trips to many different venues.

Richard McGowan

Carpet Bowling

Carpet Bowling has a list of 33 members with highest attendance of 23 and lowest attendance of 6 players. Depending on the number of players attending, teams are split so all can play.

At the present time, no one else wants to take charge of running carpet bowling. I, Jean Bowden, agreed to be contact person and Shirley Allen agreed to help. Members are all aware and help.

<u>Carpet bowling is in need of new energetic members.</u> At the Open House in October, people were very interested, but we gained no new members.

Jean Bowden

Chair Acting

In 2015 we Chair Actors continued with our 6th season of convivial Sunday afternoon sessions of scene-study exercises, and soon decided that we wanted to stage another reading, in late November of 2015.

We settled on a theme of Ghost Stories and as a group we assembled a collection of play scenes, short story excerpts and poetry that Louise Phillips edited into an hour-long script. For the 2nd half of the show, new Coast resident Martin Evans read an abridged version of *A Christmas Carol*, performing all the voices.

Although the last weekend of November had been a good slot for the 2014 production of Restless Spirits, in 2015 a lot of events ended up competing for the community's attention -- including the Lighting up of Downtown on the Saturday and the Winter Harp concert on the Sunday. As a result our audience was a lot smaller than in previous years and we decided to avoid that time slot if we perform further staged readings.

The Chair Actors would like to thank Board members Joanne Rykers, Donna Marsh and Ron Atkinson and Activities Co-ordinator Cathrine Fuller for their efforts on our behalf with this show. And we'd like to thank the whole SSAC Board for agreeing to co-produce the next show with Driftwood Players. This is a Chair Actors initiative that Mardell Vestad and Louise Phillips took to the boards of the SSAC and Driftwood Players.

As a result, we are currently in rehearsal for a full stage production of Noel Coward's *Blithe Spirit* with 7 cast members and a large technical crew. We aimed for a roughly 50-50 split of personnel between the 2 groups, and recruited in Sechelt and Gibsons. Chair Actors Dagmar Kaffanke-Nunn and Louise Phillips are co-directing.

We rehearse one night per week in Gibsons and twice a week at the SSAC. Performances will take place at Gibsons Heritage Playhouse during the first 2 weeks of April and then at the SSAC in the 3rd week of April. Most of the cast and some crew have professional theatre experience and the others have been involved with community theatre, so we feel that this will be a strong show and encourage everyone to promote it to the membership.

In May, we plan to resume Sunday workshops to accommodate those Chair Actors who enjoy the activity but are not as performance-obsessed as the rest of us.

Louise Phillips

Chess

This is a new activity offered at the Centre. The Chess group meets Tuesdays from 1pm -3pm in the Heritage Room. Players of all skill levels are welcome including absolute beginners.

Bill Purtell

Chi-Gong (Tai Chi) group

This group meets in the Craft room Fridays from 10-11am and is led by Barry Pruden. There are approximately 30 members with regular attendance of about 10-14. The exercise starts with a 10 move warm-up which is comprised of gentle motions which can be learned in about 1

minute. After the warm up some comparable Tai-Chi movements are introduced before a short break. The course resumes with a 18 move Chi-Gong set. Once per month the group has a visit from a very experienced instructor, and currently, to add variety, Paul Blakey is introducing another 18 move Chi-Gong set.

Because the moves are simple and straight forward new members can come and enter at any time and they will find the course invigorating, they may not master all of the moves but can be assured that they can stand by and watch or sit down at any time. The atmosphere is friendly and meditative.

Barry Pruden

Computer Training, Operations & Maintenance

The Centre offers free Wi-Fi throughout the Centre for members and rental groups. The seniors value the availability of Wi-Fi as it offers several benefits: ability to bring their own laptop and tablets to computer classes, ability to connect with family, grandchildren and friends and access to information on government 'seniors' programs and other community support services.

During the one-to-one computer sessions, we see members overcoming initial barriers of lack of confidence and confusion and becoming enthusiastic computer users. Tutors make sure that students learn at their own pace, are able to bring in a list of questions to cover in the session, work with peers in a less intimidating environment and get hands-on experience. We also strive to make the computer sessions fun.

Our individualized computer skills morning sessions are tailored to individual needs. Four computer tutors are available to help trouble shoot technology issues and help members learn to use new tablets and computers or refresh skills on existing equipment. We also provide support in helping people purchase new equipment – what to look for in a new computer and what questions to ask before purchasing.

Our computer training programs provide information to enable seniors to function effectively in our ever-changing technological world. Class topics are identified by students who indicate what programs they need extra training in – often to demystify new technology and ever increasing social media.

Thank you to Phil Greene and Charles Ranchie for your help and expertise over the years. We also said a sad goodbye to Bob Scott. Thank you for all of your good work, Bob. You are missed.

2015 Computer Volunteer Team:

David Marsh, Co-Chair, Computer Training Programs/Maintenance
Janice Rafael, Co-Chair, Computer Training Programs/Maintenance
Barbara Lightfoot, Computer Drop-in Program & Apple Mac and iPad specialist
Tony Stroud, PC and Android tablet specialist
Computer Skills One-to-One Wednesdays 10.30am-12 pm

David Marsh & Janice Rafael, Co-Chairs Computer Training Programs/Maintenance

Craft Group

Our objectives for the year are to make craft items to sell at the Senior Centre to help raise funds. We have 12 craft members. We buy some supplies, a lot of craft supplies are kindly donated to us. In addition to selling crafts at the Senior Centre, we hold a Garage Sale in the Spring, and a Craft Sale at Christmas time which also includes a Bake Sale and a Raffle. All proceeds go to the Senior Centre. In 2015 we raised \$3673.68 for the Senior Centre.

Objectives for the coming year - we hope to have new interesting crafts this year and also hope to welcome new members.

Chris O'Brennan

Cribbage

The cribbage group meets Thursday night at 7pm in the Heritage Room. We regularly have between 12 and 20 players.

Dave Grafton

Dance Time

We have had ten dances this year and have filled the auditorium with enthusiastic people who love to dance. We schedule these dances on the last Saturday of each month except July and August. Our dance floor is the best in town by far and is very much appreciated by the continued response we receive. We are all tuned up and ready to boogie in 2016. Singles as well as couples are all very welcome. At \$10 for members and \$15 for non-members, where else can you get three hours of great music to jive, waltz, tango, or any other moves you would like?

Dancing is friendship and love put to music.

Bonnie Hewitt and Ron Atkinson, Co-chairs

Darts

This activity takes place in the Heritage Room on Friday afternoons from 1-3. Participation fluctuates, but is always fun. We have lots of spare darts – so if you want to give it a try – come along on Friday afternoon. The emphasis is on fun and fellowship – not skill so much, although occasionally we actually hit the target we are aiming for – always something to be happy about. So if you like to throw things, come join us. There are some safety rules to obey (common sense really).

Membership in SSAC is required to be eligible to play – that's all. There is a drop-in fee of \$3.00 but the amount of laughter and companionship is well worth it.

Shirley McCaughtrie

"Drop-In" Painters

The Drop-In Painters Group meets Thursday afternoons in the Craft Room, from 12:30 to 3:00. We are a group of people who enjoy painting together and have 8 to 10 regular attendees. We have chosen not to have an instructor, but members are supportive of each other's work. We take a break that coincides with the Centre's reduced hours during the summer.

We paint in acrylic, watercolour and pastels. We ask that no participants use oil paints as the Centre is a scent-free area. We bring our own painting equipment and have a small library. We welcome newcomers.

Valerie Grant

Exercise

The Fitness classes led by Jacquie Allan take place on Tuesday and Thursday mornings. Sessions include a full range of warm-up, cardio, strength and stretch. Jacquie also includes general information about fitness and nutrition. The members thoroughly enjoy the enthusiasm and variety that Jacquie brings to our classes, which average 30 to 35 attendees. The group was fortunate to have sessions continue through the summer of 2015. Special mention should go to Joan Frembd who began these classes more than 20 years ago and remains active today. This is a great activity for the Seniors Centre and would not be possible without the dedication of people like Joan Frembd and Jacquie Allan.

Val Morris

Exercise - Fitness Photography Art Project

Karen Morgenstern, photographer, attended the Tuesday fitness class on November 3rd, 2015. Spending well over an hour with the class, Karen, and her son, Joshua, photographed class members engaged in fitness class activities. The intention of this photo session is to create a special event featuring 20 photographs to be the basis of a show at the SSAC in early Spring 2016. The focus of this show will be to highlight the social, fun, and joyful nature of our classes with specific emphasis on captivating and charming portraits of class members.

The Coast Copy Shop will donate printing to an extent. One of our class members and a lawyer, assisted in the correct wording of the "Model Agreement" required for permission to photograph and, possibly, show portraits publically. Photographer Karen Morgenstern, is involved in this project on a volunteer basis as she is interested in developing her own photography portfolio.

Hope to see you at the reception for an 'opening' for the show in the early Spring.

Jacquie Allan

Friendship Tea

From September to June, on the first Tuesday of the month, an hour of socializing over a cup of tea and an assortment of goodies, is enjoyed by members and guests. The name of the group "Friendship Tea" tells what we are all about since we enjoy getting together for purely social reasons.

Refreshments and tea are prepared by our members under the capable direction of Jean Griffiths, who also supplies the centre pieces for the tables. We thank Jean and her wonderful, faithful crew for creating and managing such a successful get together each month.

Dorothy Fraser

The Funtastics

The 2015 Funtastics on Broadway was a resounding success on all fronts. The Show was probably the best one in our 5 years of Productions and Fundraising events, and represented a major change in the type of Production we offer. It was not without its problems. Early in rehearsals Berni G announced she was unable to continue due to severe pain and other health issues.

This necessitated a change to recording all of the music for 27 musical numbers, and constantly changing this music into the correct keys and pitches for the singers. Our original

choreographer was suddenly not available causing another major change and late addition. In September we discovered the lighting board was not functioning resulting in a late replacement and subsequent training of operators.

In spite of these distractions, the cast and crew worked hard and managed to put on a tremendous show. We had a record number of patrons, exceeded our expected revenue in ticket sales, sponsors, and 50/50, and were able to reduce our expenditures. Net contribution to the Centre was drastically increased.

Our backdrop and decorating crew did a tremendous job, and the technical crew were outstanding. All areas of backstage crew and front of house were terrific, and overall it was a pleasure to work with all these people. The total number of volunteers that worked on this production was 70.

Special thanks to the Sechelt Activity Centre and its user groups who were displaced for this production. We had excellent cooperation especially from Cathrine, Donna, and Ron Atkinson. The only thing which could be improved on is more time in the auditorium. Not likely with the current Centre schedule. We did have one mix-up with the Craft Group which was entirely my fault as I failed to follow up with procedures.

A total of 512 paid to attend with 30 other tickets donated to our sponsors. Our projected net revenue was easily reached with a total of \$6500.00 turned over to the SSAC.

The organization of the 2016 production AT THE HOP featuring songs, dances group and doo wop numbers from the 50s and 60s is well underway with audition to be held in April, rehearsals beginning in September and the show dates set at Fri Nov. 4^{th} , Sat Nov 5^{th} , and Sun Nov 6^{th} .

Maurice Farn, Producer

Genealogy

The Genealogy group meets on the 3rd Wednesday of each month, except for July, August and December.

We meet from 1 to 3 p.m. in the Heritage Room and share stories about our family history. We also help each other in how to find information about our families.

We usually bring something for "show and tell" that may have belonged to our families.

Arlene Harmon

Keep Moving

Keep Moving is a fall prevention class. It is ideal for persons with Osteoporosis, Arthritis, MS, and to aid in Stroke Recovery. It is a weekly one hour low mobility class working on: Balance, Core, Strength & Mobility following Vancouver Women's Hospital's OsteoFit program. It is on Wednesdays 9:30-10:30 a.m and is led by BCRPA certified Personal Trainer Lori Gregory.

Lori Gregory

Let's Dance

Let's Dance is a Latin dance class, conducted by Sandra J. Cordero. The main objective is for participants to learn to dance the different Latin rhythms such as Merengue, Salsa, Bachata, Mambo, Rumba and Cha Cha. This is accomplished by breaking down the basic steps of each rhythm; practicing it repeatedly and working the steps in pairs (leads and followers). At the end of each rhythm chapter, participants learn short sequences of steps or choreographies.

Let's Dance is also a healthy and fun activity. It is a good workout that improves the Participant's fitness level, improves their memory skills through learning dance sequences, as well as lifts the spirit. Since August 2015, I've been working on teaching participants proper posture and frame and exercises to improve balance as a mean to improve their overall dancing attitude. I can already see the improvement and the participants also appreciate the challenge.

In the last year, we have had demonstrations of our work at different events at the SSAC. This is a great opportunity for them to show what they have learnt and have fun at the same time. Let's Dance is on its second year of operation. The group has steadily grown and what is more important to me, the number of people leaving the program is very small.

Sandra J. Cordero, CFI

Mahjong

If you walk through the lobby of the Seniors Activity Centre on a Thursday afternoon, you may hear the 'twittering of the sparrows'...

Is this a joke...? Or, has the Centre gone to the birds!

Likely the sound you hear is the 'washing of the Mahjong tiles'.

Come see what that 'twittering' is all about! We play on Thursday afternoon from 1 p.m. to 3 p.m. Just one tile can make you a winner the very first time you play! New players are always welcome!

Alison Speirs

Pickleball

Pickleball continues to be a popular SSAC activity with new players joining every month. With the support of the Centre, along with a grant from the RBC Retired Employees Program (thanks to Marsha Neill), the pickleball program was able to purchase a Pickleball Tutor ball machine. This has greatly added to the coaching component of the program with players being able to practice specific skill sets.

Many thanks to Joanne and the Board for making this possible and to Thorne Underhill and Ron Atkinson for their work in building a cabinet to house the ball machine.

In October, 2014, the Board asked Sylvia Hockley, Serge Planidin and Stephanie Watson to oversee the development of guidelines, policies and management of the pickleball program at the Centre. This mandate has been successfully fulfilled and we are happy to announce that Bert Carswell and Gillian Smith have volunteered to act as the new Pickleball Working Group.

Many thanks to Cathrine for her help and support in managing the scheduling and our continued gratitude to the Board for its ongoing support of the program.

Sylvia, Serge and Stephanie, The Pickleball Working Group

Play and Poetry Reading

Our group has been meeting weekly for about twenty years. Despite the name, we read mostly plays, supplementing with poems only very occasionally. We enjoy reading a different play each week for pleasure rather than performance. Our readings range from modern mysteries and Broadway comedies to Shakespeare. Attendance is usually steady at 4-6.

Plays are chosen from a list of playsets available from the Vancouver Public Library and facilitated by the Sechelt Public Library. No preparation or rehearsal is involved; each person gets on or more parts and does his/her best to portray the character(s) for that day in what is very much a team effort.

No experience is necessary and new members are always welcome. Anyone who is interested is also free to drop in and try us out before making a commitment.

We meet in the Heritage Room on the second and fourth Friday 10-12:30. On alternate Fridays we generally meet at the home of a group member. Viveca Ohm is the contact person at 6084-885-6612.

Viveca Ohm

Poker

The Poker group meets every Friday in the Dr. Farish Room. Attendance is extremely regular and a good time is had by all in attendance. The one sad note in 2015 was the death of our long time chairman Roger Stinchcombe. Roger was popular and respected by all of us and every Friday brought flowers for the front desk. We remember him weekly by playing his favourite game at least once.

Doug Whitworth

Qigong

Another year "flew" by. Our QiGong classes are still going as before under the leadership of Betty Jefferies. Classes fluctuate between 15-20. Some people have left our group for various reasons and new ones make up the loss. Classes take place on Wednesday from 10-11:15

E.E. Wall

Quilting

This activity continues to gain strength, with several new members joining us in 2015. Anyone who wishes to join us is always welcome. We meet Tuesday afternoons from 1-4. It is a "drop-in" activity with the emphasis being on the art of quilting but other arts are encouraged also – knitting, crocheting, etc., but the art of conversation and discussion is usually well practised – one would be surprised what one can learn on Tuesday afternoon. There is only one hard and fast rule – all participants must be members of SSAC.

Our meetings are in progress whenever the Centre is open (even during the summer), the dropin fee is \$3.00. Come check us out, we're easy to get along with.

Shirley McCaughtrie

Scrabble

The Scrabble Club has grown...a little. We now have five regular members (up one from last year) and three occasional players.

We meet Saturday afternoon in the Heritage Room, from 12:30 to 3:30. Usually there is time for three games, playing with two or three people to a game. We play a very relaxed kind of Scrabble. It's about enjoying the game, not just about winning.

We did take a break over the summer but most holiday weekends we play as usual.

As always, thanks to Mike McCarthy for opening up the Centre and locking up after us, and for making the coffee.

Eleanore Bonyun

Square and Round Dancing

Our dedicated square and round dancers continue to enjoy a lot of laughter and friendship whilst exercising their minds and body dancing the intricate squares and rounds. No doubt square and round dancing has, over time, lost much of its appeal and is diminishing in most regions. Some of our group have been members of Seniors Activity Centre since 1985 but as age creeps in, our membership has decreased. Most non-square dancers do not realize the health benefits that this activity offers. Responding to rapid- fire commands means your mind gets a workout at the same time as your body. Not only that but it's fun.

We dance Wed. nights from 7 to 9:30 pm. followed by refreshments and conversation.

Ron Atkinson, activity chair

Table Tennis

Table tennis is good hand/eye co-ordination and some cardio. Other benefits are laughter and fun. We are a friendly group who will offer you a warm welcome. Come and join us 7:00pm – 9:00pm on Tuesday nights.

Marilyn Heinrich

Tea at Two on Tuesdays

Each summer, when the kitchen is closed, we invite members to come for Tea at Two on Tuesday. It is an occasion to enjoy light refreshments and stay in touch with our friends and acquaintances when some of the regular programs are suspended for the summer. There is a small charge to pay for the refreshments, prepared for us at Wilson Creek IGA. It is a time for a chat, friendship and keeping in touch.

Dorothy Fraser

Yoga

The attendance has grown so the average class is 15-20 and lasts for 90 minutes. We offer two distinct styles of yoga YIN and HATHA as this provides the opportunity for participants to find a variety each week and also to offer yoga that creates a greater impact on improving physical well-being of the attendees. This past year there has been a more flexible attendance group with a good blend of new and existing participants. The emphasis is on getting members to blend yoga into their overall exercise program which includes the other programs at the Centre.

Andre Casaubon

Yoga - Chair Yoga

This one hour weekly class continues to have a positive response from members. The attendees that participate have various physical issues that are addressed. Part of the emphasis of this class is not only participating in chair yoga but also learning how to move and exercise in a way that promotes healing of joints, arthritic pain and lower back problems. The attendance each week is a steady 20 people. There were quite a few new members who started last year and have continued all year and the core group comes each week. This year we added a second teacher who generously volunteers her time to help and has added a new dimension to the program. We have been able to spend more time on individual needs during the classes.

Andre Casaubon