

SECHELT SENIORS ACTIVITY CENTRE
5604 Trail Avenue Sechelt BC
Minutes of Board Meeting
February 9, 2021, at 10:00 a.m.

Attendees: CK Christopher Kane, KW Ken White, MEB Mary Bittroff, KA Kit Artus, MB Margaret Boyd, TS Tony Stroud
Absent: BC Bev Coxford, MM Marni Mulloy

Call to order at 10:10 a.m.

Motion to adopt the agenda. **KA/MB** **Carried**

Moved to accept minutes of January 12, 2021 board meeting.
MEB/KA **Carried**

Correspondence:

Sadly, letters of resignation from the board were accepted from Margaret Boyd, Kit Artus, and Marni Mulloy. Mary Bittroff also offered her resignation will be given as soon as a new secretary is found as she is moving to Comox.

Business Arising from the Minutes:

1. New signing officer - **Moved that Tony Stroud will replace Mary Bittroff as a signing officer for all banking. MEB/KW Carried**
2. **Moved that all previous board closed meeting minutes be destroyed as they have no further need to be saved. KW/MB Carried**
3. Draw tomorrow, February 10th at 2:00 p.m. for 'Thank you' raffle
4. Sechelt grant application - Chris was thanked for submitting an application for \$10,000 for this Sechelt grant opportunity. Chris and Ken will apply for a grant from SC Community Futures to help us in this time of Covid-19.
5. A continuing search for new board members by application to the board will be advertised in the centre and in the Echo newsletter.

Reports and new business:

1. President's Report – Chris - none
2. Vice President's Report - Ken - The Praxis search for a manager is well underway receiving 18 applications. A shortlist is being created. This position will tentatively start this fall.
3. Treasurer's Report for January will be submitted in March.
4. 2020 financial statements from accountant will be brought to March board meeting for approval.
5. **2021 Budget - discussion of future considering Covid-19 took place and it was moved to accept 2021 budget. MEB/KW Carried**
6. 2021 Membership discussion - With renewal of memberships this year is low due to lack of activities, it is hoped to have an article encouraging the renewal of memberships for 2021 in the Echo and a special reach out to Pickleball players to renew as we work to open Pickleball sessions as soon as possible.

7. Technical needs - Tony and Ken will put together a report. Kit will donate \$200 for a Zoom site for the centre.

8 Park Committee - The parks committee has ascertained that there is no immediate actions for the centre to take for use of the park ut that there needs to be consultation with Capilano College in the future. It was also noted by Ken that the park was amalgamated into the title of the centre in order to be covered by our charity status for property taxes and this would need to be considered for any future change of use.

Adjournment at 11:16 a.m.

Next Board Meeting will be at the call of the chair or Tuesday, April 14, 2020, at 10:00 a.m.

ATTACHMENTS:

Thoughts re Memberships from Tony:

Membership sales are slow, I think it is because the members are isolated at home and see no reason to renew their Memberships.

Currently the number of new, and renewed, memberships stand at 260, approximately 25% of 2020 numbers. I added the Life Members to make the numbers look better. Not sure that we can do anything about it. We are advertising in the Echo that the renewal & new memberships for 2021 are available for sale.

The other factor that is slowing sales is the small window available to sell, i.e. 11.00 to 14.00 3 days a week.

Thoughts from Mary:

The other factor is that people do not have to show their 2021 cards to get their food . Usually, we have initiated this in January and February before they can order in January and February.

2021 Budget:

Total Budget Revenue	\$206,200
5435 Sewer/Water	\$ 1,800
Internet Bundle & Telephone	\$ 1,200
Total Budget Expenses	\$ 266,455
Surplus/Deficit	\$ -60,255

Sechelt Seniors Activity Centre Budget - Current Year - 2021

Account Number	Account Name	Amount
REVENUE		
4010	Activities and Program Incomes	\$ -
4040	Kitchen Income	\$ 120,000.00
4050	Membership	\$ 29,000.00
4060	Interest Income	\$ 1,200.00
4110	Copy Machine	\$ 2,000.00
4200	Donations Received	\$ 20,000.00
4210	Grant Income	\$ 10,000.00
4370	Fundraising & Special Events Rev	\$ 1,000.00
4380	Echo Newsletter Advertising	\$ 3,000.00
4390	Rent Income	\$ 20,000.00
	Total Budget Revenue	\$ 206,200.00
EXPENSES		
5050	Kitchen Expenses	\$ 60,000.00
5120	Accounting and Legal	\$ 11,200.00
5140	Copier Expenses	\$ 2,200.00
5210	Insurance - Building & Content	\$ 10,605.00
5215	Insurance - Directors Liabilites	\$ 1,100.00
5222	Interest Mortgage Expense	\$ 8,400.00
5223	Mortgage Payment	\$ 3,120.00
5230	Wages and Benefits	\$ 49,000.00
5246	Work Safe/WCB	\$ 1,140.00
5250	Contract Wages	\$ 33,000.00
5260	Office Expense	\$ 5,000.00
5270	Professional Fees	\$ 5,000.00
5280	Miscellaneous Expense	\$ 6,000.00
5292	Square Service Charges	\$ 1,000.00
5296	Bank Charges	\$ 30.00
5310	Facility Upgrade	\$ 15,000.00
5320	Grounds Maintenance	\$ 3,900.00
5325	Maintenance Supplies & Services	\$ 12,000.00
5335	Contract Cleaner	\$ 19,800.00
5410	Alarm System	\$ 960.00
5415	B. C. Hydro	\$ 9,400.00
5420	Fortis BC.	\$ 3,200.00
5425	Waste Disposal	\$ 2,400.00