

Sechelt Seniors Activity Centre – Board of Directors Meeting October 10, 2017

Those Present: Joanne, Rykers Charlie Jensen, Ron Atkinson, Kit Moffat, Donna Marsh, Margaret Boyd, Barbara Lightfoot, Dorothy Fraser.

Regrets: Tony Stroud, Linda Stroud

1. Acceptance of agenda - Moved by Margaret, Seconded by Ron. Carried.
2. Minutes of the last meeting – Accepted. Moved by Charlie, seconded by Barbara. Carried
3. Correspondence – none received.
4. Business Arising from the minutes -
 - A. Joanne presented a report of the results of the Fund Raiser Dinner and Mystery Theatre. There was a profit of \$5257.18, for the dinner, as well as \$174.00 from the raffle of the wooden bench.
 - B. Staph Infection- After discussion, it was agreed that Joanne would draft a policy statement for the next meeting that could be included in the Code of Conduct.
 - C. Day Directors' Journal – We are to use one double page per day and enter such items as visitors, repairmen, special guests, etc. Directors are reminded to review all items and pass on any necessary information to others. Even if there is nothing to note, please note this and initial.
 - D. Policy Manual – There are changes re the finance committee, which will be reviewed at the next meeting.
 - E. Policy 15 - to be tabled for the November Board Meeting.
 - F. Rental Policy – A discussion was held about the need for the Rental Policy to address concerns about half price rentals for profit making businesses, competition between rentals and activities, and the administrative costs for low priced rentals. It was recommended a policy statement that includes these concerns be prepared for the next meeting. (Attention: Joanne)
5. New Business –
 - A) Policy 12 – already discussed under Item 4 F.
 - B) The Fall membership meeting has been moved from October to November 16. It will be advertised to the members to attend.
 - C) Security Committee – Tabled for November Meeting. (attention: Tony)
 - D) Open House – Margaret reported that the occasion went smoothly, even though there were fewer visitors and display participants. Perhaps it is time to consider new ideas. A number of suggestions will be discussed at the next meeting of the Open House Committee.
 - E) Funtastics – looking forward to the new structure. There is enthusiasm within the group, with a potential producer, director and four working committees ready to go. Margaret has agreed to be the liaison between the group and the Board.
6. Committee Reports -
 - A) Activities and Rentals – The Board commended Gillian on the excellent job she is doing as our Rental coordinator. There is a possibility of forming a Film Society. Gill has been in discussions with Serge Planadin about this. It would meet on the last Saturday of the month, would cost members \$3.00

each meeting and would start in the New Year. Gillian will co-ordinate this with Serge and the Dance Activity .

F) Kitchen – Joanne and Donna will talk to Emily re a raise in Emily's pay.

MOTION Moved by Charlie, seconded by Kit that when Emily's contract is renewed, her pay with rise to \$25.00 per hour. Carried.

H) Maintenance – Upon his return, Tony will be asked to deal with problems with the new flooring in the auditorium. There are also problems with the transitions and with the welding at the seams.

I) Membership – Margaret and Gillian have designed a method of checking of attendance and payment for each and every activity. They will be distributed once the duotang booklets have been prepared.

J) Planning Committee – At their meeting last week, Peter Trueheit signed a contract to act as the Lead Consultant, and we are now looking for Engineering Services and a construction cost estimate.

K) Syrian Committee – Our family is scheduled for a processing interview on Nov. 2. Our goal of \$3600.00 has been going well, and there are other plans in the works to achieve our goal. Our greatest challenge now is to find affordable rental accommodation.

N) President's Report – Joanne – Kit Artus has agreed to co-ordinate the Christmas Craft Fair and the Christmas Lunch. Discussion followed about the New Year's Eve Lunch since this year, it would be scheduled for Sunday, and the entire building is being rented by the Mormon Church which has a long standing Lease. Charlie volunteered to contact the Golden City Restaurant re using that as the venue for the event.

For future meetings, the order of business will be as follows: Acceptance of Agenda, Acceptance of Minutes of the last meeting, Correspondence, Business Arising from the Minutes, Committee Reports, followed by New Business, then Adjournment.

7. Motion – Moved by Charlie, seconded by Barbara that the meeting being adjourned at 12:10pm. Carried.

Attachments: Committee reports.

Dorothy Fraser