



Sechelt Seniors Activity Centre
P.O. Box 564
5604 Trail Avenue

Minutes of the Board Meeting of January 18th, 2022.

Present: Tony Stroud, Roy Wren, Sylvia Graber, Gillian Smith, Wilma Lorimer, Kit Artus, Linda Stroud, Christine O'Brennan, Marni Mulloy, Linda Stroud.

The meeting was called to order at 10:10 by interim President, Tony Stroud.

It was noted that Doug Smith will not be attending and has resigned his position as an Interim Board Member. Linda and others expressed sadness and noted that Doug's experience will be missed.

1. Motion to adopt the agenda. Wilma, seconded by Roy, approved.
2. Motion to adopt the minutes of the January 4, 2022 Board Meeting.
 - a) Corrections: Wilma's name should be added to the list of attendees.
 - b) Gill noted that the *Note – referring to the package she distributed, does not belong in the minutes. Agreed. Linda will remove from the final copy of the January 4, 2022 minutes

With these two corrections; Moved: to adopt the minutes of the January 4, 2022 meeting. Linda, seconded Marni. Carried.

3. Correspondence – None.
4. Old business:
 - a) Report from Kit regarding a meeting held to help resolve a complaint against one of the Board Members, by an employee of the Centre.

Kit explained she has tried to set up a process whereby future complaints can be handled. SSAC has never had employees before and we need to demonstrate a "Duty of Care." Kit has distributed a 9 point list showing what the SSAC needs to have in place to demonstrate a "Duty of Care." Kit recommends the "Code of Conduct for Directors" be adopted and signed by all Board Members.

Gill feels that the Constitution alone is enough. Kit felt that the Constitution alone is not sufficient. Christine felt that it should not be required that all Directors sign this document.

Kit notes that our experience does not demonstrate that the Constitution alone is enough. Christine feels that the Directors “are being treated like little kids.”

Gill notes that the Oath and By-Laws should be all encompassing. She feels that there should be “something for employees too.”

Wilma noted that the job descriptions are not detailed enough, but agrees that the “Code of Conduct” is a good thing. But perhaps it does not need to be signed by each Director. It would reduce ambiguity.

After further discussion: Wilma moved that the “Code of Conduct” be accepted in principle. It should be included in an information pack for new Directors. No signature required. Seconded: Christine. Carried.

Tony thanked Kit for all her work on this very delicate and important issue.

Kit noted that her purpose had been to encourage dialogue and find a way forward. Outstanding issues and proposals can now be referred to the board. Complaints must be taken seriously, investigated with no retaliation. The complainant and witness must be interviewed in a timely manner.

Gillian feels the meeting was positive overall. Misinformation remains. Gill can work with Lori.

Linda will meet with Lori and Gill to see if agreement can be reached on sealing the complaint file.

- a) Confirmation for the February 16th 2022 date for the AGM.
Agreed: as long as COVID measures allow.
Suggested: that there be two meetings. The first will be at 1:30.
If there are people that could not be accommodated (max 100) there could be another meeting at 3:30. If a second meeting is required, Ballots will be available and directors will speak at both meetings.
Zoom meetings are not practical for the AGM.
Linda reports that Activity reports are coming in. There are very few Committees functioning at the present time.
Sylvia has the financial reports well in hand and they will be available for the meeting.
We have very few people who have stepped forward to stand for election, only 3 at this time.
- b) Discussion of banking signatures. Tony and Linda have a meeting at the Credit Union on Friday morning. Chris and Ken will be removed as signatures and Roy will be added. Tony, Sylvia and Roy will have signing authority moving forward.

c) New Business

a) Centre Manager's Report. Lori reports that the Centre is set to fully reopen on January 24th, unless the PHO changes.

All kitchen volunteers are scheduled and the dining room will reopen on this date. Risk assessments are in place for all activities.

The Skater's Club had a rental for a Poker Night, booked for January 22nd, this is postponed.

The Quilters' Guild has a rental for the last Saturday each month, and this will go ahead. Cadets will help with set up.

b) Financial Report: Sylvia.

Sylvia spoke about an \$8,000 donation. Those donating wished this to be paid off the mortgage and this should happen in July. No one objects, but it is suggested that Sylvia bring this to the new Board.

Sylvia has been speaking with the Credit Union about a more favourable interest rate. She will be discussing this proposal with accountant.

Capital expenses upcoming:

Dishwasher \$12,000

Ventilation system repair: \$25,000

Audio Visual: \$5,000

Next Board Meeting will be February 8, at 10:00 a.m.

Meeting adjourned at 12:15