



**SECHELT SENIORS ACTIVITY CENTRE 5604 Trail Avenue,
Sechelt B.C. V7Z 0H9**

SSAC Board of Directors Meeting April 6, 2022

Start: 10:01 a.m.

Attendees: Gillian Smith, Roy Wren, Sylvia Hockley, Alison Kowalewski, Fred Baines, Mark Garland, Jim Quirk, Ken Legge, Viktor Kiss, Val Galat (recorder)

1. Welcome.
2. Approval of Agenda - Moved/Carried by Roy/Fred.
3. Approval of March 16, 2022 minutes - Moved/Carried by Alison/Mark. Feb 14 min, delete resignation of Lori, add nominated board members; corrections to be made. Moved to accept Jim/Mark.
4. Correspondence - A. Maureen Parker sent a letter of resignation. B. Sarah Fenton's letter of her sister Amber's position as a volunteer was received and responded to. C. Chris Kane submitted a letter of March 31 in regards to advance polling from the AGM.
5. President's Report:
 - A. Kitchen committee: Sally Watson has resigned her position as kitchen volunteer coordinator. The search for a new one will begin.
 - B. Volunteers are learning the new system for money counting procedures; a new committee is needed for training volunteers.
 - C. A volunteer fair run by Rotary is April 23/24 in the auditorium. We should have a table.
 - D. Letter of intent for the dishwasher grant has gone to Helen Ward for follow up. New Horizons has given us a grant in the past and may be applied for as well.
 - E. BC Registry's requirement has been filed.
 - F. Criminal record check paperwork has been distributed to board members to complete and bring to the RCMP for processing.
 - G. Property tax exception paperwork needs to be completed.
 - H. Insurance, changing to Co-operators as they appear to offer better coverage, Jim to have a look through.
 - I. Rental inquires and follow up for agreements, Gill to review.
 - J. Keys for all board members are ready
 - K. Communication: Viktor created our **ssacbrd** folder as our google group; after our meeting today Viktor will walk us through.

L. A Facebook message about our signage was brought to the board's attention; some negative and some positive remarks were noted. Signage at the front door explains SSAC's situation
M. Committee meetings should begin; instructions on getting a room book etc are located in the office. Suggested that at the monthly board meetings we start including committee reports.

6. Treasure's Report - Recommended by the Credit Union that we don't set up now for a line of credit, as it is not needed at the moment and can be expensive. But we would be eligible if required. We can start renegotiating our mortgage in July. Pickleball credit has been removed from the books because the cards are finished. It has been suggested that a device that is part of the square system (in the form of a tablet) to be used at the lunch counter which could be implemented to record items, print out orders, pay for meals, etc. An approximate cost of this is about \$1500. Add to next AGENDA.
7. Covid Protocols Masks: suggested we clarify the policy in light of new regulations in BC. Signage could say "NOT MANDATORY but appreciated in common areas to protect our vulnerable members." Suggested we set a GM about changing the Covid protocols. Topics could include deciding if we should start allowing vaccinated non-members to come for lunch. Should we include a recommendation? Discussion ensued. Will ask the volunteers to see what people say. TABLE to next board meeting.
8. Fundraiser Update - For the Ukrainian Crisis: 125 Tickets are to go on sale, Clayton's and Wilson Creek IGA have given \$500 toward food, and others have provided gifts for the raffle. Tax receipts may come from the organization we select.
9. Replacing Centre Manager - Kit Artus provided key and excellent documentation from previous search. Everyone encouraged to read the needs assessment report. There are no files to refer to from the previous search. The needs assessment will help enhance the search and job description. MOTION: Should we approach the top three candidates from the previous search to ask their interest in reapplying for the job, as well as advertise the position to the membership? Moved/Carried by Val/Jim. Hiring Cmte: Fred, Gill, Jim and Sylvia. The position is to be advertised in the Coast Reporter, for the April 15 paper.
10. Other:
 - A. Ken to meet with Bob about heating and a quote. He will also meet with Kal Tire about a battery and tires so that we can move the bus. Cooperator's insurance to be met with about coverage. Also it will be tested for inspection and repairs. A decision will be made after a test ride to see if it should be sold or kept.
 - B. The office door: Sylvia suggested the bottom half of the Dutch door be kept closed for reasons of office security.
 - C. Viktor mentioned he was informed we need volunteers to train for setting up scaffolding.

D. The database for MySQL has been set up. We need it to be used on a daily basis. We also need someone to manage the operation so that Viktor can move on to other activities as well as new database. Viktor to train directors.

Motion to adjourn 12:01 Roy/Gill

Next meeting April 20, 2022 10:00 a.m. Craft Room

Val Galat