

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

**SSAC Board of Directors Meeting February 22, 2022**

Feb 22, 2022 9:30 am

Attendees: Ken Legge, Fred Baines, Jim Quirk, Alison Kowalewski , Maureen Parker, Gillian Smith, Tony Stroud, Sylvia Hockley, Viktor Kiss, Mark Garland, Valerie Galat (recorder)

Absent: Roy Wren

1. Welcome.
2. Swearing in of board member Val Galat.
3. Distribution of Governance documents: handed out to board members, committees to be determined at next meeting.
4. Signing officers for the Credit Union: to remove previous officers Tony Stroud and Sylvia Graber, and add Gillian Smith-President, Roy Wren-Vice President, Alison Kowalewski-Treasurer, Valerie Galat-Secretary. MOVED/CARRIED
5. Board meeting dates: discussion to change to 3rd Wednesdays, 10 am MOVED Alison/Maureen, CARRIED. Next meeting March Wednesday 2 and 16.
6. Correspondence: letter of complaint, tabled to March.
7. Information/Communication:
  - a) Board Orientation: tabled to March.
  - b) Town Hall Q&A, date? Discussion ensued, suggested to be done quarterly, write into newsletter, suggestion box. Have first one in April, set a **COMMITTEE** to determine.
  - c) Communication-ECHO article: our bios will go in the Echo, **ACTION**: ensure Gill has a copy of your bio.
  - d) Ideas, suggestions, requests: grants, set a **COMMITTEE**, badminton.
8. Resignation of Centre Manager: Discussion of resignation ensued. Lessons to be learned. Important to look back so we understand previous issues. A recruiter was used before, JD needs to be found, suggested we try to fill position locally first. Post internally, in local paper and on-line media.

**Action:** Tony to locate jd and distribute to board, and front office staff.  
Suggested Board step in and help in office while we search for the manager.

**Action:** Irene to be asked to coordinate training of BoD to be familiar with office and procedures.

9) Moving forward:

**Action:** Ken to investigate electronic locks

**Action:** Gill to organize badges

Communication from emails: suggested to be prudent when sending emails, and expect them to be confidential. Have communication **COMMITTEE** restarted, to set emails for Board.

Discussion of Security for office area. **Action:** Please identify yourself to the front desk staff before entering.

Portion of our lunch is paid as a board member.

Post pandemic/endemic: how do we recruit for more members?

**Action:** Review Public Health Order at next meeting.

Suggested post pandemic party.

Discussion about the bus: repair, or sell & rent, set a **COMMITTEE**.

Office hours, can they be reviewed, and how many volunteers would be needed, set a **COMMITTEE**.

Next board meeting will be Wednesday March 2, 10:00 am

End of Meeting called. MOVED, Mark/Tony

Adjourned, 11:07 AM

A handwritten signature in black ink, appearing to read "Gill". The signature is written in a cursive style with a long horizontal stroke at the end.