



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

**SSAC BoD Meeting Minutes
September 21, 2022 at 9:30 am, Craft Room**

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

Regrets: Alison Kowalewski, Doug Smith, Jim Quirk

Start: 9:30

- 1) Welcome
- 2) Approval of the Agenda MOTION/CARRIED Roy/Val
- 3) Approval of the September 7, 2022 Board meeting minutes MOTION/CARRIED Sylvia/Mark
- 4) Correspondence: none
- 5) Committee reports:
 - a) Bus - Ken: 4 trips planned for the end of September, they may not all get filled. A set rate for outside rentals has been set up; with and without drivers.
 - b) Human Resources - Sylvia: commitment to meet annually with SSAC contractors
 - c) Kitchen - Ken: New dishwasher installation is planned for December, hopefully when the kitchen is closed.
 - d) Treasurer's Report - Monthly report received, to be discussed at next meeting.
 - e) Fundraising & Grants - Ken: optimistic that our future fundraising/special events will bring in a lot of money. Planned events: Halloween Hoe Down Oct 29, Regular dance Nov 26, Fiddlers Dec 10th. Thanks to Jay Alexov and Collene Sand for organizing and heading up the special events cmte. Hoping money made can go towards the dishwasher fund. Roy to contact supplier to ensure the delivery date of the dishwasher. Helen Ward to work on applying for the New Horizons Grant. Fred suggested we ask local businesses to sponsor SSAC. Ken suggested an option could be to find someone to provide a proposal to fundraise for the Center. Discussion ensued for options including using the website. Ken to bring a proposal to present to the Board.
 - f) Rentals & Activities - see managers report. New activities moving forward.
 - g) Tech - Fred: AV grant, continuing to explore possible suppliers. Sending out proposal of our needs to the potential suppliers to determine what we have at present and what we require. We need to determine if we can use a portion of the money to repair our current systems. Larry Baker and Joe DeSouza to review our equipment and offer their expertise for our needs. Discussion ensued in regards to our requirements. The cmte has started reviewing office equipment and software. Mark to canvas current users of office equipment to determine their needs and if we need upgrading, etc. Website: Viktor talking to Edmund about this. Val is reviewing website for errors and updates.

h) Membership & Volunteer - Sylvia: working on the volunteer appreciation luncheon. Details are coming together.

We are constantly at a volunteer deficit. Recruiting is in process.

i) Maintenance & Security - Ken: Lighting at the back parking lot has been mentioned as needed. Eaves have been cleaned, with some minor repairs required.

j) Communication - Sylvia: Viktor said he would now be the head of the committee which includes Tony Bolton and Cathy Kiss. Gill will be a resource.

k) Legislation - Gill will call a meeting for November.

l) President's Report - items already discussed

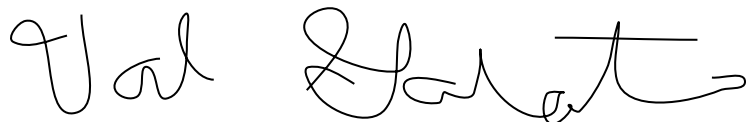
m) Manager's Report - Eric: explained what he has been doing, his focus is on making the Centre run, his goal is to make SSAC THE place to be! Also focusing on increasing revenues. New activities are being implemented. Observed Emily and Jim are doing an awesome job. There are challenges in getting volunteers. Special events could be increased. Lots of growth potential. Business cards for himself would be helpful. Sustainability for SSAC is what we need. Gill and Alison special recognition, and to all of the board. Would prefer manager title vs office manager.

6) Old Business: none

7) New Business: Discussion on title for Eric's business card. "Manager" has been decided.

8) Adjournment MOTION/CARRIED Roy/Viktor 11:12am

Next regular board meeting Wednesday October 5th at 9:30am – Craft Room

A handwritten signature in black ink, reading "Val Swartz". The signature is written in a cursive, flowing style.