



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

Minutes

December 14, 2022 at 9:30am Craft Room

Attendees: Gillian Smith, Roy Wren, Sylvia Hockley, Ken Legge, Alison Kowalewski, Mark Garland, Doug Smith, Viktor Kiss, Richard Ward, Jim Quick, Val Galat (recorder)

Regrets: Fred Baines

1) Welcome 9:32 am

2) Approval of the Agenda - MOTION/CARRIED Richard/Alison

3) A - Approval of the October 19, 2022 Board meeting minute - MOTION/CARRIED Sylvia/Roy

B - Approval of the October 26, 2022 Pre-GM Board meeting minutes - MOTION/CARRIED Alison/Doug

C - Board Approval of the October 26, 2022 GM draft minutes - MOTION/CARRIED Val/Alison

D - Approval of the November 2, 2022 Board meeting minutes - MOTION/CARRIED Richard/Roy

4) Correspondence - none

5) Committee reports:

Manager's Report - Eric: impressed with working with everyone. Numbers up in November as far as attendance. Explained about the activities and scheduling. Pilates to start. Mommy And Me Yoga And Tea is a new activity being considered; discussion on whether it should be an activity or a rental.

SSAC front desk hours for the week of December 19-23 are 10-2, though the Centre is open from 10-3 as per usual. From Dec 24-Jan 2 SSAC is closed, and reopens Jan 3rd, 2023. Some activities will be occurring, with participants entering through the back door.

A piano and player will be performing for the Christmas lunch.

The Community dinner scheduled for Sunday December 18 is a rental, given at half price by SSAC as it is a non profit event.

Will be working on our rental agreements to update. Discounts will be worked in to help other organizations.

Possible NYC (eastern time) event. Jay is coordinating.

a) Bus - 1 more trip before the end of the year. Attendance is low, partially because of covid as well as a lack of a regular driver.

b) Human Resources - Sylvia: reviewing contracts and employment documents. Physical contracts of employees/contract workers are not available.

**MOTION** to give a \$100 end of year bonus to Emily, Eric and Jim. Roy/Richard  
MOTION/CARRIED

c) Kitchen - Jim: Emily agreed to have at least two people with food safety certificates to assist her. Hoping to have the kitchen open over the Christmas break.

**MOTION** to pay up to \$250 for food safety certificates for 2 people. Jim/Alison  
MOTION/CARRIED

d) Treasurer's Report - Alison: review of income statements. Some activities are losing money, and some are doing very well. The Button program needs a coordinator/criteria. A button drive is being planned for the near future.

The budget for next year/year end will be drafted over the end of the year. Acceptance of Report: Alison/Val  
MOTION/CARRIED

e) Fundraising & Grants - Ken: Remind people about submitting their receipts from the local grocery stores. The recent events have done very well. The New Years Eve low key event is expected to be well received. A Mardi Gras event for February is being discussed. A Baccus is also being considered. The dishwasher has successfully been installed.

Richard - the BINGO application is in progress.

f) Rentals & Activities - Gill: rentals going well. Roy spoke at some activities to discuss the possibility of raising fees. Members seemed to understand and are accepting of the situation. Asked if we can we consider delaying the fee increase until March, after the year end numbers are available. Discussion on our goals and strategies; we need a plan, and we should survey the members for their input. Suggested we have a Board strategy meeting early in January. Priorities need to be identified. Objectives can be identified ahead of time. Richard will chair this strategy meeting, and provide a preliminary list of objectives.

**Amendment Motion:** To rescind the motions of the increase of the membership and activity fees. Discussion ensued. Jim/Viktor  
MOTION/CARRIED

g) Tech - Viktor: Discussion of grant for the audio visual equipment. Portability is a main consideration, plus wireless capabilities, easy set up, and to be within our budget. Also for consideration is if it can be expanded. Discussion ensued. It can be portable, but not the speakers. **MOTION:** That we recommend that we proceed with the purchase of the Shure Wireless Microphone System as presented. Viktor/Richard  
MOTION/CARRIED. Doug opposed.

h) Membership & Volunteer - Alison: all is going well with the front desk and office area, as well as the kitchen. Two other groups of volunteers are needed: Decorating and Set-up committees. Alison will approach the high school to see if the students would be interested in becoming dedicated volunteers.

Doug: Life Membership report: Review of the policy was provided. We had an application that was voted favorably.

Roy: Would like to thank Larry Peterson for his responsibilities as a ham radio operator and all his hard work.

i) Maintenance & Security - Ken: reported on road salting, lights, and the clothes washer which is broken. MOTION: To purchase a new clothes washer. Jim/Alison MOTION/CARRIED

j) Communication - Viktor: looking at advertising for the ECHO. Edmund Arceo, editor of ZOOM magazine is featuring SSAC in the next issue.

k) Legislation - Roy: hope to have a full document of the updated Constitution and Bylaws by the next meeting. Bill MacIntosh has been a great resource. Roy thanked Viktor and Val, and Bert Carswell, and other members who are working very hard on this committee.

l) President's Report - Gill: sorry she hasn't been around; thanked everyone for their work. Bill MacIntosh also gets a shout out.

6) Old Business - none

7) New Business - Alison: asking what is the process for nominating board members. Nominating forms are required. Suggested we mention in the next ECHO that people should consider themselves. A Nomination committee is needed. Past president and two other members are on the committee. Doug said he will chair. We need a location for storing unused dining chairs.

8) Adjournment Alison 11:56 am

Next regular board meeting Wednesday January 18th, 2023 at 9:30am – Craft Room

A handwritten signature in cursive script, appearing to read "Val Swat".