



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

Minutes

SSAC Board of Directors Meeting March 16, 2022

March 16, 2022 10:01 am

Attendees: Gill Smith, Sylvia Hockley, Tony Stroud, Maureen Parker, Fred Baines, Viktor Kiss, Jim Quirk, Mark Garland, Val Galat (recorder)
Regrets, Alison Kowalewski, Ken Legge, Roy Wren

1. Welcome.

2. Agenda: approval MOVED/CARRIED Fred/Sylvia

3. MOTIONS:

a. motion to accept Board meeting minutes of March 2nd 2022, MOVED/CARRIED Sylvia/Val

b. approval of Board meeting minutes of February 14 2022, tabled (not available)

c. motion to accept Board meeting minutes of February 8 2022, MOVED/CARRIED Jim/Tony

d. motion to accept Board meeting minutes of December 14 2021, MOVED/CARRIED Gill/Jim
e. receipt of minutes of the two AGMs held on February 16, 2022, to be presented to the next General Meeting for approval.

4. Financials - approval to be tabled. ACTION: Gill to ask Alison for clarifications.

5. Maintenance Director's report:

a. Kal Tire - estimate provided to fix the bus. Waiting to hear from bus drivers.

b. Keys - will hear shortly about distribution.

c. Dishwasher – it is currently ok.

d. Air circulation - Jim to be advised to leave the doors open.

6. Membership Card and Infrastructure Enhancement (Viktor) - Advised a membership card with a QR code could be implemented. A demo was provided. Discussion ensued. ACTION: Reconvene the tech committee to move forward on this and to review office procedures. To be headed up by Tony, Viktor, Mark, Jim and any other willing board members.

7. Organizational Structure (Fred) - a preliminary chart was provided for review. Spreading authority amongst the directors and board members will create consistency. Defining committee duties is needed. Discussion ensued. Committees need to be determined in order to complete the chart. Board members volunteered accordingly.

8. Replacing Centre Manager Job Description (Fred/Tony) - Input was provided by board members prior to the meeting. Comments were reviewed. Discussion ensued. ACTION: Fred to clean up the language and adjust the draft organizational chart before resending to the board; checking contract vs employee options.

9. Board Member updates/observations:

a) Covid protocols - what are they currently? Discussion on how to go forward and what to continue. Motion: That we provide signage stating: We Appreciate Your Wearing a Mask in Common Areas. Maureen/Fred, carried.

b) Criminal Checks - discussion on requirements; a decision as to how to proceed was tabled.

10. Other - suggested by a member to have a fundraiser meal to raise money for the Red Cross for 51 the Ukrainian crisis. ACTION: Gill and Jim to talk with Emily about logistics.

Next board meeting will be Wednesday April 6, 2022 10:00 a.m.

Adjourned, Jim/Val 1:29 pm

A handwritten signature in cursive script that reads "Val Gabat". The signature is written in black ink on a white background.