



# SECHELT SENIORS ACTIVITY CENTRE

## SSAC BOARD MEETING

9:30 am Craft Room

March 15<sup>th</sup>, 2023

### Minutes

Attendees: Richard Ward, Roy Wren, Alison Kowalewski, Gwen Austen, Lisa Brown, Mark Garland, Andy Koberwitz, Bert Carswell, John Keller, Doug Smith, Val Galat, (recorder), Gillian Smith (manager)

Regrets: Alister Blair

9:31 start

**Welcome** - Richard: everyone introduced themselves, housekeeping items were attended to.

Board to be asked 10 days before an upcoming meeting to provide a report in writing, due the Friday before that meeting, to be submitted to Val to include in the agenda.

(Gillian was asked to leave the meeting for a few minutes). Suggested we have the manager available at board meetings for information only.

**MOTION:** That we allow the manager to attend BoD meetings for information purposes; the manager will not be included in discussions, and will be excused from the meeting when appropriate. Gwen/John **MOTION/CARRIED**

The policy procedures manual needs to mention that we have all board members (new/returning) to be sworn in.

- **New Board Group Photograph/Swearing in**
- **Approval of Agenda MOTION/CARRIED** Alison/ Lisa
- **Approval of Minutes** from February 15<sup>th</sup>, 2023, and 2023 AGM minutes TABLED
  - **Matters Arising:** we will review action items, going forward



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### AGENDA

- **Formation of Committees:** administrative areas (get chart). Richard reviewed duties and expectations. **MOTION** to accept the Administrative Chart as presented by Richard. Roy/Alison **MOTION/CARRIED**
- **Presidents Report** - (as presented in the above topics). Richard stated he is looking forward to working with everyone.
- **SSAC Managers Report** - Gillian: There have been a lot of rental inquiries recently. Activities are being looked at to see how much revenue they are bringing to SSAC. A new photocopier is coming soon. The hallway library is almost finished, with coffee and water to be set up soon. An honor system will be implemented to pay for coffee.
- **Treasurer's Report** - Alison: No report for February.
- **Any Other Business** -
  - a) keys need to be distributed to new board members. Gill will organize.
  - b) Val requested phone numbers from all board members, and she will send the list to everyone.
  - c) Roy reminded that a Roster needs to be implemented for mornings to open the building. This is for the directors at large. Directors stated which days they would be available to volunteer.
  - d) Chris Hadaway has taken over for Pickleball coordinator.
  - e) Gill will send a reminder for all coordinators to send a report to be published soon in the ECHO.
- **Adjourn Doug/Alison 11:02 Next Meeting 10 am Wednesday April 19<sup>th</sup>**



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Val Grant