

SSAC BOARD MEETING

April 24, 2024

9:30 am Craft Room

Minutes

Attendees: Richard Ward, Alison Kowalewski, Bert Carswell, Susan Grenville, Chris Twaits, Gail Riddell, Pam Demers, Lisa Brown, Bernd Behing, Jay Alexov, Gillian Smith, Val Galat (recorder)

Welcome 9:31 am

Swearing in of Lisa Brown

Approval of Agenda – Accepted

Approval of Minutes – for March 13 BoD meeting, and draft of AGM of March 24, 2024

Matters Arising – ACTION ITEMS: Terms of Board Members, Forming of Committees (Richard),

The following terms of service have been determined for the current Board this year:

EXECUTIVE:

President (Richard), 2-year term

Vice President (Bert), 1 year term

Maintenance Director (Bernd), 1 year term

Secretary (Val), 2-year term

Treasurer (Alison), 1 year term

DIRECTORS AT LARGE:

Lisa, 1 year term

Susan, 2-year term

Pam 1, year term

Chris, 2-year term

Gail, 1 year term

Jay, 2 year term

ACTION: Committees for Board Members – Discussion continues as to who is interested in what committee.

ACTION: Past President – review who could be eligible to bring forth at next meeting.

Correspondence – a very nice thank you card was received from the memory café after their trip to Egmont.

President's Report – Hiring a student kinesiologist. Richard explained about what their role is in regards to movement, and enhancing activity levels and the quality of life. A CO-OP student would be efficient, as it is a limited term. **MOTION to proceed with applying to hire a Kinesiology CO-OP student from Sept-May.** Moved by Lisa, seconded by Val, passed unanimously.

Treasurer's Report – our balance is negative because the liability account is \$18,000 due to changing to MSC (MySeniorCentre), and the Wallet. Last month had 3 pay periods, plus some honorariums for trainers where dispersed. The negative balance is actually canceled by the prepaid amount, which right now is at \$23,000. The movement of the money will show more positive going forward.

Maintenance Report – (Bernd) He will manage and orchestrate future maintenance. We have to be very careful that all maintenance and repair work be carried out by a certified technician when appropriate. A contact list for handypersons will be created and a maintenance schedule maintained.

Manager's Report – rentals are booming. SSAC will probably be a polling station for the Provincial election in October, and maybe advanced polling as well. Most activities are going well, programs. An advanced care program was well attended. Tomorrow a fraud prevention seminar. MP Patrick Weiler will be here next month or June to speak about the new Federal dental program. The Mothers Day Soirée coming up. Office people are working long hours and are awesome.

Committee Reports

Audio Visual () - no report

Communication (Gill/Gail) - The new communications committee - Gail Riddell, Sally Walters & Gill Smith - met in April - and have started a plan to improve communication beginning with the SSAC website. We will be meeting 2 to 4 times a month.

Food Services (Susan) - Volunteer Lunch is set for June 28. The summer menu will switch over after that week. A newsletter to kitchen volunteers has been sent and received mostly a great response. A request was made that card tables should be replaced with something sturdier. Gill stated she was able to get some tables from the Legion that might work. Bernd will have a look to see if they are viable. We need overflow dining. A request for using the lounge on Wednesdays and Fridays for this purpose was made. Volunteers feel they need more training.

ACTION: A discussion on having the whole front entryway redone to be more accommodating for peak periods was brought up, to be revisited.

Legislation and Legal - (Bert/Val) MOTION to change the name of this committee to Governance. Moved by Bert, seconded by Val, passed unanimously.

Report of Special Committee on Screening Volunteers:

- The scope of the committee's mandate from merely doing criminal record checks needs to be expanded to all of the aspects of volunteer recruitment
- Criminal record checks should be only a small part of the volunteer recruitment process
- We created an organization draft chart for the SSAC
- There is an excellent Canadian Government document on this issue
- There are better methods for protecting vulnerable people besides criminal record checks
- This committee needs new members and an expanded mandate

HR (Chris) – no report

Health, Safety and Security (Bert) - [SSAC Workplace Inspection Report March 26 - 2024.pdf](#)

IT () – no report

My Senior Center Report (Gill) - No motions, and no costs. Alison stated everything is going quite well. Chris and Pam are doing a stellar job. They also did a volunteer training session.

No major changes expected until November when members will be able to load their wallets from home, register for events, etc on My Active Centre.

Special Events (Jay/Lisa) – Good turnout at last dance, the Steve Hinton band was a big hit!

Sponsorships and Donations (Richard) – no report

Strategic Planning (Bert) -

- A successful and well-attended all day facilitated session was held on April 6 at the Silverstone Care Centre.
- Richard, Alison and Bert will be meeting with April Struthers, the facilitator on April 26 to review her report on the session.
- The report will be distributed to all directors asap.

Any Other Business – Grants (Richard) First Aid training for an AED (automated external defibrillator), and (Gill) United Way Healthy Aging. Our portion is called Social Meal, focusing on breaking social isolation of food insecurity. \$50,000 in total would be our grant.

Susan, Pam, Alison Chris, will be on a committee to review, and see if there is a deadline to accept the money.

Adjourned, 11:27 am

Next Planning Meeting will be May 15th, at 9:30 am.

Next (regular) Board meeting will be May 22nd, at 9:30.

Val Galat