

SSAC BOARD MEETING
September 18th, 2024
9:00 am Craft Room

Minutes

Attendees: Richard Ward, Gail Riddell, Bert Carswell, Susan Grenville, Alison Kowalewski, Karen Madsen, Jay Alexov, Val Galat (recorder)

Regrets: Chris Twaits, Lisa Brown

Welcome 9:02

Approval of Agenda - Approved

Approval of Minutes – [Minutes BoD Mtg August 21 2024.docx](#)

Matters Arising/Action Items :

ACTION: Comments welcomed for the next meeting from the Strategic Planning document. See below.

ACTION: Survey will be added to the ECHO in regard to accessibility and social isolation initiatives. Completed, with only a few responses.

ACTION: Building inspection (Richard) - Setting up the inspection: in progress. Meeting next week with Accurate House Inspections.

ACTION: Approval of Constitutional and ByLaw amendments. See below.

ACTION Alison will provide the kitchen reports at the end of Summer 2024. See below.

Correspondence – Resignation letter from Chris Twaits from the Board of Directors. She has been invaluable to SSAC and we wish her the very best.

President's Report:

- Proposal to purchase and rent a wheelchair accessible vehicle [Proposal to Purchase and Rent a Wheelchair Accessible Vehicle.pdf](#)

Motion to recommend approval of purchasing a wheelchair accessible vehicle. Moved by Karen, seconded by Jay, 6-1 Susan against. Passed.

- Sunshine Coast Seniors 50/50 proposal [Seniors 5050 Draw](#)

Motion to proceed with an on-line 50-50 lottery in conjunction with ASCEND Fundraising services. Moved by Gail, seconded by Karen. 6 in favour, 1 abstained; passed.

Treasurer's Report – [SSAC MONTHLY FOOD SALES 2024](#) [SSAC Activities 2024 1](#)

[Aug 2024 Sechelt+Seniors+Activity+Centre Profit+and+Loss-2](#)

ACTION – Alison to provide a budget for the GM. Also a report as to how we are doing financially compared to the budget, to be provided every quarter.

Maintenance Report – Bob Maveety continues to do a great job, coming in a carrying out the smaller scale fixes that we need. The style of bulb we are using in our fixtures will not be sold after 2030. This may result in us having to replace all of our light fittings at that time. Bob has ordered 60 of the old style bulbs.

- Gill Smith has organized a gardening day on Saturday September 28th. Members will attend to weed/prune but also take stock of the landscaping needs. The following week the gardening club will plant appropriate plants. We will pay for the plants.

- A road line marking machine has been ordered (expected arrival Sept 23rd). We already have the spray cans that it uses. One dry weekend we will have a refresh our parking lot lines day.

Manager's Report – [Manager Report - September 2024 copy.docx](#)

Committee Reports

Bus (Alison) – The bus committee is meeting soon to discuss their processes.

Communication (Richard/Gill) no report

Food Services (Susan) – no report

Human Resources (Chris) - [VOLUNTEER APPLICATION FORM PROCESS.docx](#)

[SSAC JOB DESCRIPTIONS PRIORITY LIST, HR Committee Report for the Sept 18 Board Meeting](#)

Governance (Bert/Val) – *Constitution And Bylaw, and Policy and Procedures* updates.
[Constitution and Bylaws DRAFT updates August 2024.docx](#)

MOTION to recommend the draft changes to the Constitution and Bylaws at the Fall GM. Moved by Bert, seconded by Val, passed unanimously.

[POLICY and PROCEDURES Manual August 2024 draft](#)

MOVED that we accept the changes to the policy and procedures manual. Moved by Bert, seconded by Val, passed unanimously.

(NOTE: Changes are in red, and strike throughs show the original text.)

Health, Safety and Security (Bert) – no report

Lecture Series (Gail) – no report

My Senior Center Report (Alison) - no report

Special Events (Karen) -[SSAC Casino Night](#) **ACTION:** Karen and Jay to get more information to bring to the next Board meeting.

Sponsorships and Donations (Richard) - no report.

Strategic Planning (Bert) - [SSAC Forward Planning May 16th 2024 Rev MP Sept. 13th](#)
ACTION: To meet once a month for the next 3 months to discuss. Bert to arrange a date and time.

Any Other Business – (Susan) Can we pick a date for the Spring AGM? Tentative March 12, 2025.

(Bert) Motions for September 18 Board Meeting

1. Moved that the Communications Committee ensures that the SSAC mission statement is included in all appropriate publications. Moved by Bert, Val, passed unanimously.

2. Check the possibility of obtaining permission to have the utility box on Trail Avenue in front of the SSAC building painted with decorative art. **ACTION:** Karen will look into this.

3. Board members – Richard will advertise in the ECHO, as well the Board can ask around to other members. **ACTION:** Val will provide a list of terms to the Board.

Next Board meeting will be October 16th, 2024 at 9:00 am

Adjourned 11:30 am

ACTION ITEMS:

ACTION: Building inspection (Richard) - Setting up the inspection: in progress. Meeting next week with Accurate House Inspections.

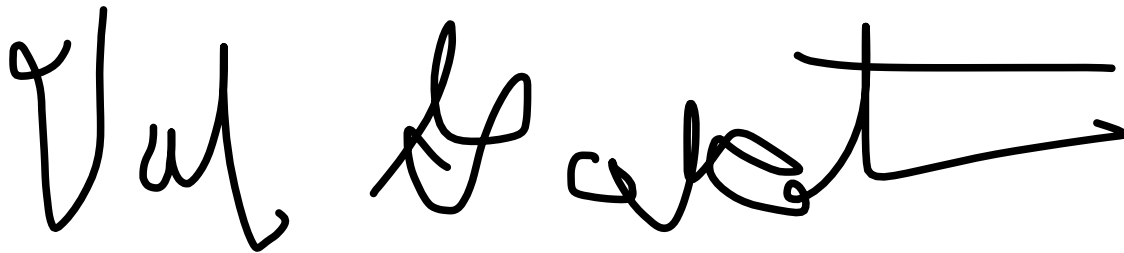
ACTION: Alison to provide a budget for the GM. Also a report as to how we are doing financially compared to the budget, to be provided every quarter.

ACTION: Karen and Jay to get more information to bring to the next Board meeting.

ACTION: To meet once a month for the next 3 months to discuss. Bert to arrange a date and time.

ACTION: Karen will look into the possibility of obtaining permission to have the utility box on Trail Avenue in front of the SSAC building painted with decorative art.

ACTION: Val will provide a list of terms for the current Board.

A handwritten signature in black ink that reads "Val Brewster". The signature is written in a cursive, flowing style. The first name "Val" is on the left, followed by a space, then the last name "Brewster" which is written in a more complex, looped cursive script.