

SSAC BOARD MEETING

April 23rd, 2025

9:00 am Craft Room

MINUTES

Attendees: Richard Ward, Dave Hargreaves, Alison Kowalewski, Mark Garland, Andre Casaubon, Karen Madsen, Brigit Stefani, Mark Patterson, Jay Alexov, Val Galat (recorder), Gail Riddell

Welcome 9:03

Approval of Agenda

Approval of Minutes [Minutes BoD Mtg Mar 19 2025.docx](#)

Matters Arising/Action Items:

ACTION ITEMS:

ACTION: to revisit in March 2025 about having 2 Christmas lunches in the future.
Carry Forward.

ACTION: Susan will create verbiage in regard to a respectful volunteer workplace.
[Volunteer Respectful Workplace Statement](#) **It would be good to see signs at the front counter, cashier desk in dining room and by the greeter. DONE**

ACTION: Jay will arrange for the doors in the Auditorium to be painted. **Carry Forward.**

ACTION: Dave to investigate grants or sponsorships from K&R and BC Hydro to use to repair the compressor. **K&R stated they already provided us with a discount, and BC Hydro no longer offers grants. DONE**

ACTION: Karen will select a date for the wine tasting event. **Carry Forward to consider logistics for liability risks by Richard, Alison and Karen. MOTION to approve a wine tasting event subject to liability and insurance review.** Moved by Dave, seconded by Andre, passed unanimously.

ACTION: (Bert/Brigit) The **Volunteer Application Form** will be rewritten where necessary to be brought forward at the March Board meeting. **DONE.**

ACTION: Group BoD photo to be taken at next Board meeting. **Carried forward.**

Correspondence – NONE

President's Report

- We need to complete the list of memberships of SSAC Committees [SSAC Committees April 2025](#)
- Update on SCACL memberships. Sherrie Whitbread, a SCACL Program Coordinator reports that the people they serve that have come in, have been very pleased with their interactions at the Centre. Our members have been very welcoming to our new members with no reported complaints.
- Online 50/50:
 - The draw for the winner of the April online 50/50 will be held live at 6:45pm Wednesday 30th April at the Sechelt Legion Bar & Grill. We are celebrating the 50/50 from 5 – 7pm, although Happy Hour runs from 3 – 6pm.
 - Global TV continues to tease us that we are on the schedule for them to come and do a story on the Centre and the 50/50. This time the Federal Election apparently prevented an April visit. Their intention is to come early to mid-May.
 - Sechelt Rotary allowed us to sell tickets at their Volunteer Fair held at the SSAC. They were very encouraging for their members to buy. We sold \$540 in tickets.
 - Thanks to Gill Smith for negotiating with Elections Canada for advanced polling over the Easter weekend and for actual polling day use of the SSAC Auditorium. This will bring in just under \$5000 to SSAC.

Treasurer's Report – [Profit and Loss Jan-Mar 2025](#)

Committee Reports

Maintenance Report (Richard)

- The new heat pump compressor has been installed on the roof, however contaminated lines to and from the unit prevent it from going online until they are purged.
- Bob Maveety has cut out and replaced the water damaged drywall at the bottom of the wall next to the washing machine. This water damage occurred due to the damaged door seal on the washer, which has been repaired.

Bus (Karen) – Discussion on who may rent the Bus.

Bus Trips Pricing 2025

We need more drivers. **ACTION:** Richard will advertise in the ECHO and arrange for the paper and Facebook to run ads. **MOTION to add to the Policy manual that bus rentals are not to be used by a 3rd party, for their profit trips. All bus trips are subject to approval of the Board liaison of the Bus committee.** Moved by Karen, seconded by Dave, approved unanimously.

Communication (Gill/Gail) – Clarification of committee parameters.

Food Services (Alison) – no report

Human Resources (Birgit) –

- Update on employee's probationary review
- Kitchen staff update
- Review of new volunteer application form (see above in ACTION)
- Review of volunteer fair-received great feedback about the Centre.

Governance (Val) – Two additions to Policy 5: Policy 5 changes

Change to Policy 10, Any expenditure over \$1000 with the exception of food supplies, has approval from the board of Directors.

Policy 12. Volunteer Meal vouchers are kept and recorded.

MOTION to accept the changes, moved by Val, seconded by Dave, approved unanimously.

Health, Safety and Security

From John Maddalozzo: [SSAC building Inspection RPT Apr 3 2025](#)

Lecture Series (Gail)

- Brief summary and future plans for lecture series.
- Final approval for physical activity survey, discussion of data collection and analysis. [SSAC Physical Activities Questionnaire](#) **MOTION to approve the content of the survey.** Moved by Gail, seconded by Mark, approved unanimously.

My Senior Center Report (Alison) – the system is running very well.

Space Planning (Mark) – Renovation update: The work is coming along well. Mike the contractor is doing a great job. **MOTION to allow the expenditure up to \$2000 for office furniture.** Moved by Alison, seconded by Karen, passed unanimously.

Special Events (Jay/Karen) – Jay needs help for the June 21st Cuban concert/dance.

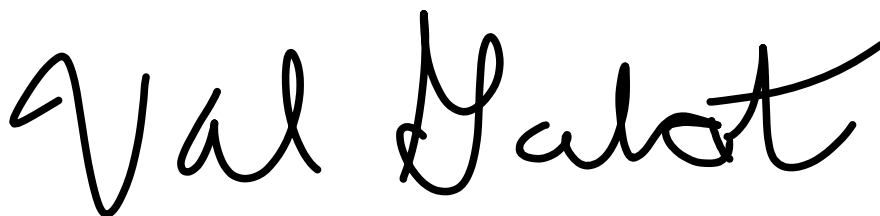
Sponsorships and Donations (Richard) - [Donations Report](#)

Strategic Planning (Dave) - no report

Any Other Business – none

Adjournment: 11:07 am

Next Board meeting will be May 21st, 2025, at 9:00 am

A handwritten signature in black ink that reads "Val Galot". The signature is written in a cursive, flowing style with a large initial 'V' and a stylized 'G'.

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ACTION: Group BoD photo to be taken at next Board meeting. **Carried forward.**

ACTION: Richard will advertise in the ECHO and arrange for the paper and Facebook to run ads in regard to bus trips.