

SSAC BOARD MEETING
August 20th, 2025
9:00 am Craft Room

Minutes

Attendees: Richard Ward, Alison Kowalewski, Val Galat, Mark Garland, Birgit Stefani, Jay Alexov, Andre Casaubon, Gail Riddell, Mark Patterson

Welcome 9:00

Approval of Agenda

Approval of Minutes [Minutes BoD Mtg July 16 2025.docx](#)

Matters Arising/Action Items:

- **ACTION:** Jay will arrange for the doors in the Auditorium to be painted. **Carried Forward**
- **ACTION:** Filling the VP position search will be conducted soon. **DONE**
- **ACTION** – Richard to send an email to the board in regard to the VP position, including duties, and then to be published in the ECHO. **DONE.**
 - The VP would take on the role of the President if they were unable to fulfill their position
 - The VP can sit ex-officio on any committee
 - Usually, our VP has chosen to sit on committees that match their background.

MOTION to ratify Mark Garland as Vice President. The Board voted to move Mark Garland from Director-at-Large to Vice President, to be ratified at Fall General Meeting. Moved by Val, seconded by Alison. Approved unanimously.

- There are now vacancies for two Directors-at-Large. This will be advertised in the President's report in the September ECHO, in addition all activity leaders will be given recruitment information to announce at their sessions.
- **ACTION:** Gail to contact the aquatic center directly in regard to fitness sessions. She had a productive meeting, and they want to coordinate with SSAC. **DONE.**
- **ACTION:** Birgit to look into getting an annual liquor license. **DONE.**
 - **Food Primary License and a Patron Participation Endorsement would service all of our needs. Birgit will start the application.**

- **ACTION:** Mark and Andre will review and clean up internal storage. A walkthrough inspection was completed in the back room. They will continue with the Green Room. **Carried Forward.**
- **ACTION:** Birgit to determine the exact role for a security position, as well as find volunteers for setting up some activities. **Carried Forward.**
- **ACTION:** Val to meet with Bert about updating policies for Food Services. **Done.**

Correspondence (Val) – Letter of Resignation from Karen Madsen. This was necessitated since she is now in full-time employment, and this does not allow her time to fulfill her commitments to us. Her hard work has been appreciated, and we thank her very much for her contributions. We wish her well in her new endeavors.

9:30 am: Formal presentation from Executive Director Candidate Vicki Raw.

Questions to the candidate from the Board.

Motion: Based on her references to be acceptable to the Board, to offer the Executive Director position to the candidate Vicki Raw with a proposed start date of Monday 29th September. Moved by Mark P, seconded by Birgit. **Passed unanimously.**

Discussion & Decision on the compensation package to be offered ensued. The structure of the compensation package to be offered was agreed upon. Birgit, Alison and Richard will arrange to meet Vicki to make the offer of the position.

President's Report –

Bus Sale: Gibsons Seniors Society and Penticton Seniors Society were emailed about the sale of the bus, with no interest shown. It was advertised in the August Echo. There was one inquiry, however they were too far committed to another similar bus with higher mileage but similar price. **ACTION:** Richard to place an ad in Auto Trader.

A/C Quote for Craft and Farish rooms: K & R have inspected the rooms and the roof top situation and are working out a proposal with quote.

Inspection of Trees in Sherlock Park: Coastal View Tree Service will come in the next two weeks to inspect the trees in Sherlock Park and give a recommendation.

Proposal for an expansion of the online 50/50 – Possibly called the BC Seniors Mega 50/50.

The Lottery would be run by SSAC under a class A Partnership gaming license. Richard Ward, Alison and Jurgen Kowalewski would run the lottery on behalf of the SSAC. PAX (hand-held device for ticket sales) to be rented for \$40/month to multiple other senior centres. The different centres would receive funds from the lottery in proportion to their ticket sales. They would prioritize use of these funds to keeping food affordable at their Centre.

MOTION: Richard and Alison will approach other provincial senior centres to see if they would be interested in participating in the large scale Mega 50/50 for one year license of monthly draws. Moved by Andre, seconded by Jay. Passed unanimously.

Treasurer's Report – [07 - Jul 2025 - SSAC Profit & Loss](#)

Committee Reports

Maintenance Report (Richard) no report

Communication (Gill/Gail) no report

Food Services (Alison) no report

Human Resources (Birgit) no report

Governance (Val) – The Certificate of Incorporation has been located. Bill McIntosh is reviewing the Sherlock Park covenants.

Health, Safety and Security - Mark P to provide a document on the walkthrough.

Lecture Series (Gail) no report

My Senior Center Report (Alison) no report

Space Planning (Mark) – doors will be reviewed for sound proofing.

Special Events/Fund raising (Jay) – dances are organized until June 2026. Every second month entertainment will come from off the coast. Bacchus to be considered as an event.

Sponsorships and Donations (Richard) - no report

Endowment Fund (Andre) - Flyer detailing the program has been produced, to be distributed to members.

Any Other Business –

Fall General Membership Meeting – Set for October 29, at 2 pm.

- **May 14th 2026, will mark the 40th Anniversary of SSAC.** Val, Mark P, Alison, Richard and Jay will constitute the Ad Hoc committee needed to plan festivities.
 - **ACTION:** Val to organize a meeting in October to mark the 40th Anniversary of SSAC.

Adjournment:

Next Board meeting will be September 17th, 2025, at 9:00 am

A handwritten signature in black ink that reads "Val Hest". The signature is written in a cursive, flowing style.

ACTION ITEMS:

- **ACTION:** Jay will arrange for the doors in the Auditorium to be painted. **Carried Forward.**
- **ACTION:** Ask activity chairs to solicit their groups to join the Board as Members at Large.
- **ACTION:** Mark and Andre will review and clean up internal storage. A walkthrough inspection was completed in the back room. They will continue with the Green Room. **Carried Forward.**
- **ACTION:** Birgit to determine the exact role for a security position, as well as find volunteers for setting up some activities. **Carried Forward.**
- **ACTION:** Val to organize a meeting in October to mark the 40th Anniversary of SSAC.