

SSAC BOARD MEETING

October 16th, 2024

9:00 am Craft Room

Minutes

Attendees: Richard Ward, Bert Carswell, Alison Kowalewski, Susan Grenville, Jay Alexov, Gail Riddell, Lisa Brown

Regrets: Karen Madsen

Welcome: 9:00

Approval of Agenda - Motion to accept the revised agenda, approved unanimously.

Approval of Minutes – [Minutes BoD Mtg September 18 2024 .docx](#)

Matters Arising/Action Items –

ACTION: Building inspection (Richard) – Building inspection scheduled for 1pm Wednesday October 16th by Accurate Inspections. Will provide printed report and photographs. Cost \$1,500.

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. Done.

ACTION: Karen and Jay to get more information to bring to the next Board meeting in regard to an SSAC Casino Night. More information is forthcoming.

ACTION: To meet once a month for the next 3 months to discuss Strategic Planning. Bert to arrange a date and time. To be discussed in November at first meeting.

ACTION: Karen will investigate the possibility of obtaining permission to have the utility box on Trail Avenue in front of the SSAC building painted with decorative art. To carry to next meeting.

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

Correspondence – Two members have come forward to volunteer as Directors at Large. One position is for a 1-year term and the other for a 2-year term. Below is their background information:

[B Stefani](#) and

[Mark Patterson](#)

MOTION to put forward Birgit Stefani for ratification at the GM as a board member at large. Moved by Bert, seconded by Lisa, approved unanimously.

MOTION to put forward Mark Patterson for ratification at the GM as a board member at large. Moved by Val, seconded by Alison, approved unanimously.

President's Report –

On-line 50/50

The process of setting up the Sunshine Coast SENIORS 50/50 on-line lottery is going well.

- The contract has been signed for the services of ASCEND Fundraising Solutions to run the online 50/50.
 - Two hand-held sales devices (like dedicated Squares) will be used (\$40 per month rental). These could be used anywhere (at the SSAC, Shopping Malls etc.)
- Jackpot money breakdown: 50% to the Winner, 10% to ASCEND, 40% to SSAC. SSAC will be responsible for credit and debit card fees so 40% will be reduced to approximately 33%.
- As tickets are sold money will flow directly into SSAC Gaming account via Shopify.

- SSAC is responsible for notifying and presenting the prize to winners. We have to make a big deal of it with a large ceremonial cheque and as much publicity as possible.
- Class A license (< \$250,000) application was submitted October 1st to BC Gaming, which takes up to 10 weeks for approval. (highly likely to be approved).
 - Requires us to have two registered Gaming Workers. Richard and Alison have been approved.
 - One year license January 2025 to December 31st 2025.
 - ♣ Monthly draws held at midnight on the last Wednesday of the month.
 - ♣ Ticket prices: ONE (1) Raffle Ticket for \$5.00; FIVE (5) Raffle Tickets for \$10.00; FIFTY (50) Raffle Tickets for \$25.00; TWO HUNDRED (200) Raffle Tickets for \$50.00.
- Our promotion team is comprised of Bev Coxford, Brian Coxford and Nancy Cardinal (former VP Marketing for the Liquor Control Board of Ontario).
 - The assigned ASCEND Customer Success Team has been in contact and weekly video conferences have already started (Mondays at 11am). They recommend and guide the promotion to maximize exposure.
- Proceeds will be used for the salary of an extra chef and production of affordable meals to the community and purchasing and running the accessible van. We will announce this at the Fall General Membership meeting and then in the November ECHO.

Accessible Van Purchase

It is recommended that we modify the motion to be brought to the Fall General Meeting regarding the purchase of the Accessible Van.

- Purchase of the Van to go ahead with a one-year fixed rate mortgage and 25% downpayment, once \$20,000 (of the SSAC portion) has been received from the on-line lottery by March 1st, 2025.
- Membership will be more confident at that time based on current budget projection and success of the on-line 50/50.

MOTION to modify a previously approved motion to a 1-year fixed rate and that there is \$20,000 from the on-line 50-50 lottery by March 1st, 2025, regarding the purchase of the Accessible Van. Moved by Bert, seconded by Alison, approved unanimously.

Treasurer's Report – [SSAC Proposed Budget 2025](#) **MOTION** that we accept the budget as presented. Moved by Bert, seconded by Gail, approved unanimously.

Maintenance Report – no report

Manager's Report – [Manager of Operations and Engagement - October Report.pdf](#)

Committee Reports

Bus (Alison) – We now have two bus drivers: Tina Ramsey, and starting in January 2025, Clive Barnbrook, with Maryanne Brabander as a back-up. Kathleen Dufour was thanked for her service.

Communication (Richard) – (Gill) no report

Food Services (Susan) – 1) Bert had suggested a hand sanitizer machine by the front entry. A quote was provided by Dragon's Den Janitorial Ltd of \$487.15. Richard approved this expenditure. 2) the Community Thanksgiving lunch found that many items were missing. **ACTION:** to address a way to prevent items to go missing in any future non-SSAC events.

Human Resources () – Emily needs help in the kitchen. Russell Paris has been hired to work 10 hours per week, and will prepare frozen meals, plus other cooking when required.

Governance (Bert/Val) – no report

Health, Safety and Security (Bert) - [SSAC Workplace Inspection Report \(revised\) - September 12 - 2024](#)

Lecture Series (Gail) - no report

MySeniorCenter Report (Alison) – We are ready to go with the MyActiveCenter, MAC meaning you can load your wallet on your own and register for an activity. As of now we can't do refunds online, but you can come into SSAC if needed. This should be in effect by mid-November.

Special Events (Karen/Jay) – More and more people are attending events. Volunteers will be needed for the family-oriented Christmas Concert event on December 14th in the afternoon.

Sponsorships and Donations (Richard) – An anonymous \$10,000 USD donation was renewed this year. Thank you!

Strategic Planning (Bert) - Reschedule Postponed Strategic Planning Session (Bert)

- Between November 12 and 30.
- Wednesday morning or Friday.

It was agreed to meet on Wednesday, November 13th, at Silverstone Care Centre at 9:00 am. Meet at 8:45 at SSAC for carpooling.

Any Other Business –

- A) Review of GM agenda, set up, and refreshments. [GM Agenda October 23rd 2024.docx](#) **ACTION:** Board members to assist in set up starting at 11:30.
- B) Lifetime Membership Committee to have nomination for November 2024 meeting. **ACTION:** Bert will organize for nominations to be presented at the November Board meeting.
- C) Volunteers (Alison): Suggested offering a \$12 credit into the member's wallet in lieu of a food voucher. It would be non-refundable. **MOTION to add activity credits for volunteers as an option vs meal credits of \$12.** Alison moved, Bert seconded. Approved unanimously.
- D) Paint color selection (Jay) The auditorium needs painting. **ACTION:** Jay will arrange.
- E) Snow removal (Lisa) **ACTION:** Lisa will arrange for someone on retainer.

Adjournment: 10:57

GM meeting will be Wednesday, October 23rd, 1:00 pm

Next Board meeting will be November 20th, 2024, at 9:00 am

A handwritten signature in black ink, appearing to read "Val J. Stat". The signature is written in a cursive, flowing style.

ACTION ITEMS:

ACTION: Board members to assist in set up for GM starting at 11:30.

ACTION: Building inspection (Richard) – Building inspection scheduled for 1pm Wednesday October 16th by Accurate Inspections. Will provide printed report and photographs. Cost \$1,500.

ACTION: Karen and Jay to get more information to bring to the next Board meeting in regard to an SSAC Casino Night. More information is forthcoming.

ACTION: Karen will investigate the possibility of obtaining permission to have the utility box on Trail Avenue in front of the SSAC building painted with decorative art. To carry to next meeting.

ACTION: to address a way to prevent items from the kitchen going missing, in any future non-SSAC events.

ACTION: Board members to assist in set up of the GM on October 23rd, starting at 11:30 am.

ACTION: Bert will organize and prepare for Life Member nominations to be presented at the November Board meeting.

ACTION: Jay will arrange for the painting of the Auditorium.

ACTION: Lisa will arrange for someone to be available for snow removal on retainer.