

**SSAC BOARD MEETING
November 20th, 2024
9:00 am Craft Room**

Minutes

Attendees: Richard Ward, Bert Carswell, Alison Kowalewski, Susan Grenville, Mark Patterson, Birgit Stefani, Jay Alexov, Gail Riddell, Karen Madsen, Lisa Brown

Welcome 9:04

Approval of Agenda - Approved by Richard

Swearing in of new Board member Mark Patterson - Done

Approval of Minutes – [Minutes BoD Mtg Oct 16 2024.docx](#) Passed

and [GM Oct 23 2024 DRAFT Minutes - Copy.docx](#) Passed

Matters Arising/Action Items:

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

ACTION: Building inspection (Richard) – Building inspection scheduled for 1pm Wednesday October 16th by Accurate Inspections. Will provide printed report and photographs. Cost \$1,575. **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.

Carry forward.

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. **Carry Forward.** Karen will speak to Telus about permission. get a quote from a

printer, and will ask the membership to come up with a decorative idea. Richard and Lisa will assist.

ACTION: to address a way to prevent items from the kitchen going missing, in any future non-SSAC events: Susan advised that Emily reported she did get everything back. **DONE.** She will lock up items in the future. Bert suggested we have someone monitor at events.

ACTION: Bert will organize and prepare for Life Member nominations to be presented at the November Board meeting. **DONE** [Nominations for Life Membership](#)

ACTION: Will advertise for life membership nominations, and to be voted on at the December BoD meeting, or shortly before.

ACTION: Jay will arrange for the painting of the Auditorium: A date will be determined with Richard, 2 days required.

ACTION: Lisa will arrange for someone to be available for snow removal on retainer. **DONE.** Lisa contacted Duane Perrett, and he agreed to do the removal.

Correspondence – none.

President's Report – [President Report Nov 2024](#)

Rotary will use the center for in between the Christmas closures as a drop in place that will have snacks and beverages, and activities.

Treasurer's Report – [Profit and Loss Oct 2024](#) ADD Alison's other report

Maintenance Report - The building inspection report received from Accurate Home Inspections at a cost of \$1575: [Seniors Activity Centre Inspection REPORT](#)

Bob Maveety has a copy of the report and will work on the list.

Manager's Report – no report

Committee Reports

Bus (Alison) – One trip in December to see the Christmas Lights tour. New drivers will soon be qualified to drive. A schedule will be prepared for the new year.

Communication (Gail) – The first mid-month blast has been sent. Members have the option to unsubscribe. Gail will liaise with Gill about adding design to the blast. Website and online information will be reviewed for accuracy.

Food Services (Susan) – [Food Service Committee Meeting Minutes Oct. 15, 2024](#)
More committee members are needed. A post-Christmas clean is being planned.

ACTION: Alison will test the feasibility of the choppers for the kitchen.

Human Resources (Bert) - MOTION: Moved that the Human Resources Committee develop for the Board’s consideration, a proposal to recognize a “Volunteer of the Month “on an ongoing basis. Moved by Bert, seconded by Val, passed unanimously.

MOTION: Moved to nominating Birgit to become the chair of the Human Resources Committee. Moved by Bert, seconded by Alison. Passed unanimously.

Governance (Bert/Val) – The updated Constitution is being filed by Bill MacIntosh. **ACTION:** Val, Bert and Alison to meet to create a policy for MSC (My Senior Center).

Health, Safety and Security (Bert) - no report ACTION: A fire safety plan document is being created to be presented at the December Board meeting.

Lecture Series (Gail) - Today is the third lecture. **ACTION:** Gail will submit a report in December about the lectures this year and plans for 2025.

My Senior Center Report (Alison) – *MyActiveCenter* is now open for pickleball participants. They can register to play and add money to their wallet. Everyone was also emailed the information so that everyone can add funds to their wallet. Additions to this program including after hour activities are coming.

Special Events (Jay) – upcoming events and issues: Jay needs more volunteers for the Christmas party. Suggested donations to the 50/50 go to the food bank. If anyone would like to take a poster for advertising of the Christmas party, they can pick one up from the office. She needs a Santa Clause.

If there are going to be any events happening Jay requests she be informed, or can attend the planning committee, to ensure procedures for openings and closings are done properly.

Susan is organizing a wine raffle. Each board member has been asked to donate a bottle. **ACTION:** Karen will request through her contacts to donate beer and wine. She will meet with Susan to coordinate.

Sponsorships and Donations (Richard) – Kathy Hurley has generously donated \$1400 to the Affordable Lunch Program. Thank you, Kathy!!

Strategic Planning (Bert) – The board will meet on Nov 27th from 9-11 am at Silverstone. A ZOOM option will be offered. Marg Penney will attend. Susan will bring snacks. We hope to plan for the next 12 months. **ACTION:** Bert will send to the Board notes from the last strategic planning meeting.

Any Other Business – (Gail) Installing an EV Charger. She has contacted Olsen Electric who will offer a quote. The fee for this is about \$115. A broader parking strategy should be reviewed.

The Volunteer Activity Credit system is up and running.

Adjournment 10:55 am



Next Board meeting will be December 18th, 2024 at 9:00 am

ACTION ITEMS:

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ACTION: Will advertise for lifetime membership nominations, with a vote of the nominees to be taken by the board on or before the December BoD meeting.

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ACTION: Alison will test the feasibility of the choppers for the kitchen.

ACTION: Val, Bert and Alison to meet in the new year to create a policy for MSC (My Senior Center).

ACTION: Gail will submit a report in December about the lectures this year and plans for 2025.

ACTION: Karen will request from her contacts to donate beer and wine towards prizes at the Christmas lunch. She will meet with Susan to coordinate.

ACTION: Bert will send to the Board notes from the last strategic planning meeting.