

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

**MINUTES**

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

**Regrets:** Birgit Stefani

**Welcome 9:03**

**Approval of Agenda – Approved by Richard**

**Approval of Minutes – [Minutes BoD Mtg Nov 20 2024.docx](#) Approved by Richard**

**Matters Arising/Action Items:**

**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.** 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. Karen will speak to Telus about permission, and will get a quote from a printer, and lastly will ask the membership to come up with a decorative idea. Richard and Lisa will assist. **Carry Forward.**

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

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

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

**Correspondence – Val** – presented to Richard Ward a gift card from the Board in appreciation of his hard work at SSAC.

**President's Report –**

Staff Christmas Bonuses need to be determined for the four staff members.

Special Events versus Centre Events Co-ordination. Jay and Karen are doing a good job with the special events. But there are Centre events, such as Christmas Luncheon, Valentines Day, etc, that are not within special events that need co-ordination.

\$5,000 from Sunshine Coast Credit Union and \$4,500 from TELUS Seniors Health and Wellness Fund were received after request for support towards the downpayment on the accessible van. Because Dynamic Buses buy the vans then carry out the accessibility conversions, they are not necessarily available when we want one. However, we have secured one that is being completed at the end of January with a \$10,000 refundable deposit. Once \$20,000 has been received from the Sunshine Coast Seniors Lottery we will proceed with the purchase as agreed by the vote at the Fall General Membership meeting.

**Treasurer's Report** – [SSAC - Activities.xlsx](#) [SSAC Monthly Food Sales.xlsx](#) [SSAC - Profit and Loss Nov 2024](#)

**Maintenance Report** – Olsen Electric has attended and will come up with quotes for the wiring of the free-standing fridge in the kitchen as well as the installation of an EV charger. Bob Maveety is coordinating this plus he has been working through the list of small issues brought up in the building inspection report.

**Committee Reports**

**Bus (Alison)** – Five more drivers are expected to start in 2025.

**Communication (Gill/Gail)** – [December 2024 Communications cmte rpt](#)

**Food Services (Susan)** – [Food Services Cmte mtg minutes from Nov. 19, 2024](#)

**Human Resources (Bert/Birgit)** - [Volunteer of the Month](#), [Life Membership doc](#)  
[Human Resources Rpt Dec 2024](#) **MOTION that we accept this document to our**

**policy and procedures manual.** Moved by Bert, seconded by Mark. Passed unanimously.

**Awarded Lifetime Memberships: Motion that we accept the three nominations Dosie Bryant, Sarha Hailey, and Alison Kowalewski.** Moved by Bert, seconded by Karen. Passed unanimously.

**MOTION that we adopt the Volunteer of the Month program starting in February 2025.** Moved by Bert, seconded by Karen, passed unanimously.

**MOTION that Susan be made chair of the volunteer of the month selection committee along with Irene Jankovich and Mo Farn.** Moved by Bert, seconded by Val, passed unanimously.

**Governance (Bert/Val)** – no report.

**Health, Safety and Security (Bert)** - [SSAC Building Inspection Report - December 9 - 2024 1.pdf](#) **ACTION:** Bert will get a quote on a bike rack for the back of the building.

**Lecture Series (Gail)** - [Fall 2024 Lecture Series](#)

**My Senior Center Report (Alison)** – the MSC system is running well, with just a few hiccups. It has been great for keeping track of after-hours attendance.

**Special Events (Jay)** – update on Xmas Concert and upcoming New Year dance. The Christmas party was a great learning experience. Attendees left smiling. The NYE dance is sold out.

Alison suggests that since the Christmas lunch has become so popular, could we consider having 2 lunches so that more members can attend. **ACTION:** to revisit in March 2025 about having 2 Christmas lunches in the future.

## **Sponsorships and Donations (Richard) -**

### ***SUNSHINE COAST CREDIT UNION SPONSORSHIP***

In response to a submission for \$5,000 to yearly grant by SCCU to non-profits serving the Sunshine Coast we received this.

“Thank you for your request for sponsorship for the Accessible Vehicle Purchase. We’re pleased to inform you that we have approved sponsorship in the amount of \$5000. Please note that by accepting these funds, SCCU may include your organization’s name and/or initiative or logo in our publications such as our website, social media, bulletins, and our Annual Report”

### ***TELUS SPONSORSHIP***

Thanks to nomination by Susan Grenville as a TELUS community ambassador we received this.

“On behalf of the Sunshine Coast TELUS Community Ambassadors, I’m very happy to report that our TSHAW grant nomination for the Sechelt Seniors Activity Centre (SSAC) has been approved in the amount of **\$4500**.

Congratulations!

In its approval, TELUS Seniors Health and Wellness Fund recognized that this grant would help fund the purchase of a wheelchair-accessible van which will facilitate greater mobility for local seniors and thereby improve their quality of life and independence for many years to come.”

## **Strategic Planning (Bert) - [SSAC Strategic Planning Update Dec 2, 2024](#)**

**Any Other Business** – Creation of a SECURITY Committee: Mike Clarabut, Ida Koopman, John Maddalozzo and Mark to be on the committee. **MOTION that we remove Security from the Health, Safety and Security committee, and create a stand-alone SECURITY committee.** Moved by Bert, seconded by Alison, passed unanimously.

**ACTION:** Susan will create verbiage regarding a Respectful volunteer workplace.

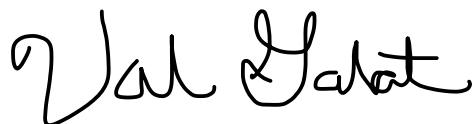
**ACTION:** Jay stated the auditorium will be painted on Dec 28 and 29<sup>th</sup>.

Alison spoke about the MSC wallets that have funds in it by a member who has passed, moved or is not renewing. She suggested that going forward a form be created for members to state their wishes. **ACTION:** Mark and Alison to create a form and procedure for review, for money in an inactive MSC wallet in January 2025.

Mark had a meeting about space planning. Various options are being considered. Reconfiguring the building will be the initial plan. **ACTION:** A skeleton document is being prepared, to be ready for the February 2025 BoD meeting.

**Adjournment** 10:30 am

**Next Board meeting will be January 15th, 2025 at 9:00 am**

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

**ACTION ITEMS:**

**ACTION:** Bert will get a quote on a bike rack for the back of the building.

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

**ACTION:** Susan will create verbiage in regard to a respectful volunteer workplace.

**ACTION:** Jay said the auditorium will be painted Dec 28 and 29<sup>th</sup>.

**ACTION:** Mark and Alison to create a form and procedure for review in January.

**ACTION:** A skeleton document is being prepared, to be ready for the February 2025 BoD meeting.