**MINUTES**

**GABRIOLA SENIOR CITIZENS ASSOCIATION**

**Meeting:** Wednesday, September 12, 2018 at the Rollo Seniors’ Centre

**Chair:** Lynette Jackson

**Secretary:** Dale Stohn

**In attendance:** Sherrill Dobb-Tisdall, Jenn Feenan, Noni Fidler, Lynette Jackson, Gary Mills**,** Jim Ramsay, Dale Stohn

**Regrets**: Barbara MacIsaac, Bob Weenk

1. **The Meeting Begins.**

Lynette Jackson called the meeting to order at 10:00 a.m.

1. **Adjustments to the Agenda**

Add to New Business: 1. Laminating roll - Noni

*MOTION: to approve the amended agenda.*

 *Moved by: Dale Stohn Seconded by: Gary Mills* ***Carried***

1. **Approval of the Minutes**

*MOTION: to accept the amended Minutes from August 1, 2018*

 *Moved by: Noni Fidler Seconded by: Sherrill Dobb-Tisdall* ***Carried***

1. **Approval of the Minutes**

*MOTION: to accept the amended Minutes from August 8, 2018*

 *Moved by: Sherrill Dobb-Tisdall Seconded by: Gary Mills* ***Carried***

1. **Reno update** – Noni
	1. The doors are installed.
	2. Doorknobs and casings are next.
	3. Steve will now be able to finish painting.
	4. Then hanging rails will be installed . . . pictures etc. on the walls will help with the room acoustics.
2. **Matters Arising from the Minutes – May 23, 2018.**
	1. Rights & Responsibilities of Activity Groups – Lynette has created a presentation for the Activity Group Leader Group meeting. She will put it into a handout. Jenn, Noni, Dale, Lynette and Sherrill will inform the groups next week.

 ***Action: Sherrill, Jenn, Noni, Lynette, Dale***

 2. Phyllis Woods’ letter – Lynette - done

 3. AED Refresher Course – Bob ***On-Going: Bob***

 4. Communication Committee – Jenn, Lynette, Bob and Dale

  ***Tabled to October***

 5. Building insurance: a new evaluation – Sherrill says that the

insurance has been increased to cover $500,000 in replacement value.

 6. Table rental policy in Orientation Manual? This is a non-issue

 because we don’t rent them.

1. **Matters Arising from the Minutes – June 13, 2018.**
	1. 32 place settings increasing to 60 – Noni – it is not necessary to do this. If renters need more, then they can bring more. The dish and cutlery numbers should be on the website, along with the number of tables, both square and long tables, chairs and the dimensions of the two rooms (13’ x 25’ and 23’ x 34’). ***Action: Jenn***

 2. Quicken Books - Sherrill ***On-Going: Sherrill***

1. **Matters Arising from the Minutes – July 11, 2018.**
	1. RDN-ESS antenna – Bob will deal with the ES leadership

 ***On-Going: Bob***

* 1. GSCA bylaws ***On-Going: Dale, Noni, Bob***
	2. How the Building Operates for the Operation Manual – Noni says that we have a few updates. ***On-Going: Noni***

4. New brochure ***Action: Dale***

5. Chess group – activity group or rental? – Jenn ***On-Going: Jenn***

1. **Matters Arising from the Minutes – August 1, 2018.**
	1. Memory Garden bridge – Bob and Jim’s project will be finished

by winter. Noni suggests that we have a French drain dug first to see where the water flow goes.

* 1. Chair repair – Gary and Jim – no news on the repairs because

we discussed changing the chair choice. Lynette will ask VFM when the $5,000 will be released. ***Action: Lynette***

*MOTION: to buy 32 black vinyl chairs (24 with arms; 8 without arms) and 4 dollies from National Business Furniture Ltd. using Rollo funds which will be replenished when VFM money is received.*

 *Moved by: Dale Stohn Seconded by: Jenn Feenan* ***Carried***

 3. Dishwasher soap level – Barb – a new jug is on standby.

1. Email Communications
	1. Shop Vac – Dale – Barb and Karen have bought a Shop Vac for $59. When they return to Gabriola, they will bring it into the Rollo Centre.
2. **Reports**
	1. **President/Grants**
3. Lynette has submitted the RDN grant application for our heat pumps. Receipt of the application has been acknowledged. We will hear sometime this fall whether we will receive the grant funds.
4. Lynette has completed the handout for the Activity Group Leaders and has a good start on the presentation for the AGM.
5. Lynette has started a PowerPoint presentation for our Open House. She will add photos of Noni’s and Jim’s. ***Action: Jim***
6. Lynette thanks Jim for his kind and generous offer to give us credit backing if needed during all of this renovation work. We haven’t needed to take up Jim on this offer. Thanks, Jim!
	1. **VP/Secretary**

 Dale has nothing to report.

* 1. **Treasurer/Membership**
		1. Sherrill reports that we now have 162 members.
		2. We presently have about $10,000 in savings and about $12,000 in chequing.
		3. Mid Island Fire Equipment Ltd. has done its annual fire extinguisher inspection. Our extinguishers are all in fine order.
		4. Noni tells us that there is a red light on the outside of our building that will blink if there is a problem due to fire. Noni will have a sign made to explain what to do.

 ***Action: Noni***

* 1. **Events Coordinator/Communications**
1. Jenn reports that Hilary has updated our website
2. Jenn is putting a personal SMILE in the Sounder to commend Howard Houle on the great job he has been/is doing.
3. The Power Squadron have stopped meeting at the Rollo due to the amount of noise. They may run presentations in the spring. If they do not start again in the spring, then they will have to forfeit their Storage Locker.

 ***Action: Jenn***

* 1. **Supplies** **Coordinator**

 All is well. Dale reports that Karen is doing a great job.

 Susan is doing Karen’s job while she is away and Dale is

 looking after the supplies while Barb is away.

* 1. **Maintenance** – Gary has nothing to report.
1. **New Business**

1. Activity Group Orientation – written, organized and will be executed next week.

2. Open House – a date will be decided when the renos are completed. ***Action: All***

3. Professional window cleaning – Dale – it would be great to have the windows washed quarterly. We will explore this ‘extra’ with Karen and then possibly price some other window cleaners on the island. ***Action: Dale***

4. South-west ramp – Jim and Gary are going to level the landing outside the south-west door. The details are in 2 files: Cement option – Sept. 12, 2018 and Cement option – Drawing – Sept. 12, 2018. ***Action: Jim and Gary***

4. GSCA website – Hilary has updated the website.

5. Small room/large room calendars – Jenn will get some help from Lynette.

6. Laminating roll – Jenn will let Cathie Compton know that we would like to buy a roll of laminating film for her. ***Action: Jenn***

7. There was a discussion about moving the membership year from March 1-February 28 to January 1 – December 31 (like the storage lockers and the Palette People). What does it say on the bylaws? ***Action: Dale***

The meeting was adjourned at 11:56 a.m.

**The next monthly Board meeting:**

**Wednesday, October 12, 2018 10 a.m. at The Rollo Seniors’ Centre**