**MINUTES**

**GABRIOLA SENIOR CITIZENS ASSOCIATION**

**Meeting:** Wednesday, May 23, 2018 at the Rollo Seniors’ Centre

**Chair:** Lynette Jackson

**Secretary:** Dale Stohn

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

**Regrets:** Ralph Hagen

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: # 14 Hanging System - Noni

 # 15 Mowing and Whipper-Snipping – Dale

 # 16 Bridge – Bob

 # 17 Heat Pumps - Jim

*MOTION: to approve the amended agenda.*

*Moved by: Bob Weenk Seconded by: Sherrill Dobb-Tisdall* ***Carried***

1. **Approval of the Minutes**

*MOTION: to accept the Minutes from April 11, 2018*

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

1. **Reno update** – Noni
	1. Burtt is doing a dump run today.
	2. The couch is gone.
	3. David Vincent from Sleep Deprived is coming to talk to Noni about a TV screen for both rooms and wiring on the west wall of the small room.
	4. TBA when the Rollo Centre will be closed for drywalling. Noni will ask Simon about scheduling for it. ***Action: Noni***

What activities are happening during the summer?

Lynette will contact Suzette re SUSO and the Seniors Luncheon.

 ***Action: Lynette***

Jenn will contact the Activity Group Leaders and update her calendar. ***Action: Jenn***

* 1. There is a palette outside. Bob will cut it up. ***Action: Bob***
1. **Matters Arising from the Minutes**
	1. Transfer of the kitchen – Noni a) labels on the cupboards will help to have things put back in the right place. b) instructions for using the machines etc. are needed. c) making an inventory of everything in the kitchen. d) a list of things for the rental section on our website. ***Action: Barb, Bob, Dale and Noni***
	2. Selling of the appliances – Jim collected $350 for the kitchen appliances.
	3. Disposal of the old kitchen – Jim says it took the three of them, Jim, Gary and Bob Phelps, a day to tear apart the kitchen. It filled the dumpster.
	4. Orientation Manual 1. ‘Rights & Responsibilities of Activity Groups’ 2. Phyllis Woods’ letter – Lynette – tabled until September.
	5. Wire racks – Jenn has moved them to the Palette People shed outside.
	6. Chess storage cubbie update – Sherrill – all is well with the sharing of the Mah Jong cubbie.
	7. Calendar Update – Jenn and Lynette – done.
	8. AED Refresher Course – Bob – after the renos are finished, Karen, Barb’s daughter, will give the refresher course to the Activity Group leaders.
	9. VFM Community Card: 2nd notice – Jenn – done.
	10. Kettle and urn – Dale – a kettle was bought. When the inventory of the kitchen is completed, we will replace a coffee urn if needed.
	11. Gabriola Health and Wellness Collaborative reply – Lynette says that the Rollo Centre is not giving to the cause but that she is working with the group.
	12. Thanks to Cathie Compton – Dale – done.
	13. Infectious Health Issues – Lynette and Jenn – this topic will be added to the agenda for the meeting with the Activity Group leaders.
2. **Reports**
	1. **President/Grants**

 Lynette says the Finance Committee has met twice and is pleased

 that there is a clear understanding of the grant money, its

 allocation, and cash we have on hand.

 1) We will not have to find extra funds to finish the renos.

 2) The money collected from the Activity Groups will cover the

 Rollo’s monthly expenses.

 3) The money from the Rentals can be used for other expenses.

 Conclusion: We can now do a responsible asset management

 plan and continue to carry ourselves with financial

 independence.

* 1. **VP/Secretary**

1) Dale thanks Barb for taking over as Supplies Coordinator.

2) Dale has perused the website for needed changes and Hilary has updated it. Thanks, Hilary!

3) The message on the Village Food Market website has been corrected.

4) Dale will be submitting our information to BCRegistry.

 ***Action: Dale***

* 1. **Treasurer/Membership**
		1. Sherrill reports that we now have 152 members.
		2. Sherrill received a notice from the FIRE Department re fire extinguisher maintenance and emergency lighting. Jim will take care of this. ***Action: Jim***
		3. The building insurance is due in July. A new evaluation of the building after our renovations will be submitted.

 ***Action: Sherrill***

* 1. **Events Coordinator/Communications**

 Jenn reports that all is fine. She will be going away for a couple of

 weeks, in which time, Lynette will check the phone messages and

 website. ***Action: Lynette***

 And come September, we will establish a Communication

 Committee: Jenn; Lynette; Bob and Dale.

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

Barbara has organized the cupboards and made an inventory of all the supplies.

* 1. **Maintenance** – Gary will mow the lawn on Friday. ***Action: Gary***

 Bob has offered to do the whipper snipping! ***Action: Bob***

**New Business**

* 1. Written agreement for Angel? – VIHA has information of supplies and equipment and what needs to be done, and how often.

 ***Action: Dale and Barb***

* 1. Chess Board – Jenn – the sandwich board can be left out for a couple of months
	2. Volunteer list – Dale – Bob Phelps helped with the demolition of the old kitchen. His name has been added to the website under the ‘Thanks to our Volunteers’.
	3. Photo Club Communication – Lynette reports that all is fine.
	4. Name for small and large room – Noni – this subject has been dropped.
	5. Nanaimo Foundation window – Lynette says that the window is still not open. We don’t need to approach them for a grant at this time.
	6. Gabriola Genealogy Group (G3) – Jenn will rent the small room to them on Saturday morning (10 a.m. to noon) with the understanding that if there is a whole day rental, they will miss that week.
	7. RDN-ESS antenna – We need a new one from the RDN. ***Action: Jim***
	8. Ants – Noni – the ant problem has been taken care of.
	9. Table rentals - Oceans Day event – Jenn said no to this, in accordance with our policy.
	10. Institutional zoning and illegal craft fair hosting – Lynette says that we will continue to keep a low profile.
	11. Quilters email – Lynette says that all is well and everyone is happy.
	12. Chairs – Lynette will delay the ordering of the chairs until we have the money from the Village Food Market. Ralph says that there are excellent chairs at the Victoria Hospital. Lynette will look into this.

 ***Action: Lynette***

* 1. Hanging System – Noni says there is a bar that needs shortening.

 ***Action: Jim***

 15. Mowing and Whipper-Snipping – please see **6.** 6. above.

 16. Bridge – Bob and Jim will fix the bridge going to the Memory

Garden. ***Action: Bob and Jim***

 17. Heat Pumps – Jim has brought two quotes with a detailed

comparison. Please see the 3 attached files.

The meeting was adjourned at 11:55 p.m.

**The next monthly Board meeting:**

**Wednesday, June 13, 2018 10 a.m. at The Rollo Seniors’ Centre**