APPROVED MINUTES
REGULAR BOARD MEETING
SENIORS FIFTH AVENUE ACTIVITY CENTRE ASSOCIATION
170 - 5TH AVENUE SE SALMON ARM, BC
MONDAY JUNE 08, 2026

CALL TO ORDER: The meeting was called order at 1:34 PM by President Bill Cuthill

ATTENDANCE: Daniel Rothlisberger, Marty Goble, Karsten Jensen, Sandra McGuire, Brenda Babiuk, John Wilson and Bill Cuthill. Regrets: Wilf Smith and Gene Richards

APPROVAL OF MINUTES: It was **moved seconded and resolved (Jensen/Goble)** that the minutes of the May 11, 2026 meeting be approved as amended from the draft (time of August meeting changed to 1:00 PM).

BUSINESS ARISING FROM THE MINUTES:

Bike Rack Relocation - Bill reported that he and Daniel had made an executive decision to relocate the bike rack to the space between the parking lot and the freezer building to avoid the necessity of giving up a parking spot to the bike rack. It is believed that there is sufficient traffic in that area to dissuade miscreants from damaging or stealing the bikes. It was noted that the weeds in that area are getting out of hand and Marty agreed to take the issue in hand. It was also noted that the parking lot is in need of sweeping and Daniel agreed to approach the City on the topic.

Bingo Account - it was noted that a director is needed to liaise with the Bingo manager and it was **moved, seconded and resolved (Wilson/Babiuk) 2026-037** that director Daniel Rothlisberger become the Bingo Director. It was further **moved, seconded and resolved (Wilson/Rothlisberger) 2026-038** that Anita Neudorf be removed as a signing officer and William (Bill) Cuthill be added as a signing officer for the organization’s bank bingo account #1827203 at SASCU and that two of the authorized signing officers be empowered to sign checks and authorize transactions on behalf of the organization.

Facilitator for Brainstorming Session - the process of conducting a brainstorming session to solicit ideas from the membership on future direction of the Centre to provide a basis for strategic planning was discussed at length. It was generally agreed that the facilitator should be someone familiar with seniors’ services but not involved in our Centre. It was also agreed that each Activity Group and Regular Renters should be asked to nominate 2 people from their group to participate in the brainstorming session which will ideally be held before the AGM in November. Bill agreed to make contact with various outside agencies to seek the services of a facilitator and report back at the August meeting. It was **moved, seconded and resolved (McGuire/Babiuk) 2026-039** that further discussion be tabled until the August meeting of the Board.

MOTIONS:

REPORTS:

Treasurer's Report - It was reported that for the month of May 2026 Income ($20,805.86) exceeded Expenses ($12,267.06) by $8,538.80 . However, the impact of capital improvements and one-time costs incurred this year that included a new bingo machine ($25,000), a new furnace ($20,000), new hot water tank ($12,000) exterior security camera ($4,000) and new security fence ($3,000)(amounting to $64,000 YTD) continue to impact our balance sheet resulting in year to date expenses ($183,498) exceeding income ($165,731) resulting in a shortfall of $14,767. As the year progresses, this impact should be reduced if revenues hold up to budget expectations.

John also reported that the new Bingo machine is now operational. The old machine will be retained but storage of it has still not been resolved. Bingo is in dire need of volunteers for both the games side and to operate the concession. John and Brenda agreed to work together to produce job descriptions to include what's involved in shopping for the concession and in recruitment. It was further noted that Bingo will be shutting down for the month of August to give volunteers a well deserved rest but this will have implications for our budget.

It was moved seconded and resolved (McGuire/Babiuk) 2026-040 that the report of the Treasurer be received as information.

Maintenance Report - a fairly quiet month with only minor maintenance issues arising. We are still awaiting parts for the trap watering system and the contractor will proceed once the parts arrive. It is recommended that we consider replacing the last furnace before the heating season arrives. It was **moved, seconded and resolved (Wilson/McGuire) 2026-041** that the Director of Maintenance be authorized to obtain a quote for replacement of the last furnace/AC system.

Activities Report - A message has been sent to Activities coordinators to arrange a meeting with them to address issues such as access for the summer months. An attempt to determine who has keys and access codes will be made but some activities do not have an identified coordinator

Food Services - it was reported that the month of May went very well with revenue well ahead of expenses. Although last Friday fell in the month of June the turnout for the Turkey luncheon was a huge success with 61 people served and over $1000 in sales.

It was **moved, seconded and resolved (Wilson/McGuire) 2026-042**that the reports be received as information.

CORRESPONDENCE

1. **Suggestions (9) from Gerry Chatelain** - referred to Committee of the Whole in Camera for consideration.

2. **Suggestion from Maria Anderson** - referred to Maintenance Director for action.

3. **Letter from Karl Buchmann** - referred to Committee of the Whole in Camera for consideration.

NEW BUSINESS

Access to Coffee and Tea - It was noted that some activities and rentals would like to have access to coffee urns and kettles for preparing beverages when the kitchen is closed. The problem is that once the kitchen has been cleaned and closed, there is no area where water is accessible other than the bathrooms making it difficult to fill an urn or a kettle. The following action was agreed on: our plumbing contractor will be contacted about the feasibility of installing an accessible sink and check prior minutes to determine past practices. In the interim, it was **moved, seconded and resolved (one opposed)(Wilson/McGuire) 2026-043** that as long standing renters the Garden Club and the Square Dancers be permitted access to the kitchen and urns at no charge provided they bring their own supplies and disposable cups.

Office Phone -after reviewing the criteria prepared by Diane Martin and considering ideas advanced by Bill Cuthill to address the issue, it was **moved, seconded and resolved (Wilson/Babiuk) 2026-044** that the President be authorized to spend up to $169.99 + taxes to acquire a single line Panasonic phone for the office.

Bingo Liaison - addressed under Business Arising

Municipal Election and Impact on Programs - it was generally agreed that Bill should contact City Hall and obtain in writing their requirements for use of the Centre for the October elections so Activity Coordinators and Renters can be given fair warning of closure requirements.

AGM Preparation - It was generally agreed that an ad hoc committee be established to ensure that the notice of meeting and all required documentation is delivered to the membership prior to the meeting including any resolutions advanced by the membership. Sandra agreed to find a suitable person to put forward for the role of committee leader.

Nominating Committee - it was **moved, seconded and resolved (Wilson/Gobel) 2026-045** that Daniel Rothlisberger be designated as Chairman of the Nominating Committee.

Legion Rental Request - it was noted that due to construction at the Legion, they need space for a special observance on Saturday October 10th and it was **moved, seconded and resolved (Wilson/McGuire) 2026-046** that their request be approved including coffee and tea on a no-charge basis.

INCAMERA SESSION

It was **moved, seconded and resolved (McGuire/Rothlisberger)** that the Committee of the Whole move incamera.

It was **moved, seconded and resolved (Wilson/McGuire)** that the Committee of the Whole rise and report.

NEXT MEETING

The next Board meeting will be held on Monday, August 10, 2026 at 1:00 PM in the Craft Room

ADJOURNMENT

There being no further business, it was **moved, seconded and resolved (Babiuk/Gobel)** that the meeting adjourn at 3:50 PM

W.B. Cuthill - President	Date