APPROVED MINUTES
REGULAR BOARD MEETING
SENIORS FIFTH AVENUE ACTIVITY CENTRE ASSOCIATION
170 - 5TH AVENUE SE SALMON ARM, BC
MONDAY MAY 11, 2026

CALL TO ORDER: The meeting was called order at 1:32 PM by Treasurer John Wilson

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

APPROVAL OF MINUTES: It was **moved seconded and resolved (Babiuk/Richards)** that the minutes of the April 27, 2026 meeting be approved as presented in draft form.

BUSINESS ARISING FROM THE MINUTES:

Front Door Malfunction - Gene noted that the door is currently working but if the local locksmith cannot attend to the problems we will require the services of a company out of Kelowna.
Lock on Security Fence - Gene reported that a new keyed lock has been installed with 5 keys and Karsten demonstrated the new key holder that will be located in the kitchen where the key for the dumpster is kept. The fence will remain unlocked until the kitchen staff leave. It was further noted that renters using the kitchen will be responsible for unlocking the fence upon entering and locking the fence before leaving and the rental instructions will have to be amended to reflect that responsibility.
Interact Machine - after a discussion of the cost ($30/month + taxes) of acquiring a new machine and given the amount of payments processed on the machine annually, it was **moved, seconded and resolved (Richards/Rothlisberger) 2026-028** that the Centre contract for a 2nd machine to facilitate interact payments should our existing machine fail.
Activities Board - Wilf and Bill agreed to review the problem and bring a costed proposal back to the Board at the next meeting.
Date for the Next Annual General Meeting - It was **moved, seconded and resolved (Wilson/McGuire) 2026-029** that the Annual General Meeting be scheduled for Thursday, November 19, 2026 at 1:30 PM in the Auditorium. The Table Tennis club will be notified that the Auditorium will not be available to them on that date.

MOTIONS:

Bike Rack - At present the bike rack is hidden from view making it less secure. After discussion, it was **moved, seconded and resolved (Gobel/Rothlisberger) 2026-030** that one parking spot be given over to the bike rack.

REPORTS:

Treasurer's Report - It was noted that a number of "one-time" expenditures occurred in April that resulted in Expenses exceeding Income by $23,000 for the year to date. Those one time items included: Bingo Machine, Furnace, Hot Water Tank, Security Cameras and Security Fence. It was noted that it is anticipated that Income will exceed Expenses by approximately $14,000 over the remaining 6 months thereby reducing the impact of those one time costs by year end.

A question arose regarding increasing the Emergency Reserve fund but it was generally agreed that this discussion be included as part of our Strategic Planning process.

It was moved seconded and resolved (McGuire/Richards) 2026-031 that the report of the Treasurer be received as information.

Maintenance Report - the Fire Department call out and building evacuation resulted from sewer gas emanating from a dry floor drain in the underutilized handicap washroom. A plumber has been called to re-route the line that feeds water to that drain trap to prevent a recurrence of the problem and will at the same time ensure that all floor drains are properly fed.

Rentals Report - it was noted that we are currently close to capacity for time slots for rentals unless some activities are curtailed in favor of rentals. It was felt that our focus is on activities but this issue may be part of consideration during strategic planning.

Food Services - it was reported that the pancake breakfast on Mother’s Day was very well attended and returned $2460 on an expenditure of $880 for ingredients.
It was noted that a Food Safety program will be conducted in September to facilitate the training of new kitchen personnel for the fall.

It was **moved, seconded and resolved (Wilson/Babiuk) 2026-032** that the reports be received as information.

CORRESPONDENCE

1. **Empowering Non-Profits Workshop Series** - it was noted that SASCU is sponsoring 5 workshops at no cost to the participants and board members who are able to attend should make their own arrangements by registering at the website noted below each workshop outline.

2. **Social Convener** - the suggestion from Marnie Cuthill was received and it was **moved, seconded and resolved (Richards/Gobel) 2026-033** that Colene Friedrick be approached to fill the role of social convenor for the Centre.

3. **Instructor Arrangements** - the question - does paying an instructor change an activity to a rental - was discussed but it was generally agreed that it was not possible to address the issue without more information and consultation. **Item TABLED** until the June meeting.

NEW BUSINESS

Filling President and Vice President Vacancies - Bill Cuthill and Daniel Rothlisberger volunteered to fill the position currently standing vacant (Bill will step down as Secretary) until the Annual General Meeting in the fall 2026.
It was **moved, seconded and resolved (McGuire/Gobel) 2026-033** that Bill Cuthill be appointed to the role of President 5th Avenue Seniors Association immediately following this meeting.
It was **moved, seconded and resolved (Richards/Gobel) 2026-034** that Daniel Rothlisberger be appointed to the role of Vice-President 5th Avenue Seniors Association immediately following this meeting.

Gene Richards called for and received a vote of thanks from everyone present to Treasurer John Wilson for taking the chair during the transition period.

Signing Officers - It was **moved, seconded and resolved (Wilson/Babiuk) 2026-035** that the retired officers be removed from the General Account and Bill Cuthill and Gene Richards be added to the signing authorization at SASCU on behalf of the Association.
It was further **moved, seconded and resolved (Wilson/Babiuk) 2026-036** that the signing officers for the Bingo Account at SASCU be Thomas Fischer, Ruth Hof, John Wilson and Brenda Babiuk.

Window Treatment Test - it was generally agreed that this item be TABLED until spring of 2027 after a full season of auditorium operation with the new heating/cooling system.

Roof Survey - it was generally agreed that this item be included in our strategic planning as the roof is currently only about 8 years old.

Strategic Planning Committee - Daniel Rothlisberger agreed to serve as committee chairman and presented a document on strategic planning for the board members to consider.

August Board Meeting - it was generally agreed that a summer board meeting will be held on August 10, 2026 in the Craft Room at 1:00 PM.

Agenda Format - board members were advised that a different format for the agenda will be trialled at the next meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:35 PM

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Signed - W.B. Cuthill - President Date