

APPROVED MINUTES
REGULAR BOARD MEETING
SENIORS FIFTH AVENUE ACTIVITY CENTRE ASSOCIATION
170 - 5TH AVENUE SE SALMON ARM, BC
MONDAY AUGUST 10, 2026

CALL TO ORDER: The meeting was called order at 1:00 PM by President Bill Cuthill

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

APPROVAL OF MINUTES: It was moved and seconded (Wilson/Richards) that the minutes of the June 8, 2026 meeting be approved

CARRIED

BUSINESS ARISING FROM THE MINUTES:

Facilitator for Brainstorming Session: Bill Cuthill advised that two experienced persons were willing to lead a Brainstorming Session. Board members discussed that such a Session would include member expectations; the services we provide; possible additional services and level of fees.

Motion 2026-047 It was moved and seconded (McGuire/Richards) that the Executive interview the two individuals.

CARRIED

TO DO – Bill Cuthill – arrange an interview with the two individuals

Quote from Pro-Air for furnace/AC replacement- The possible replacement of the last geo-thermal furnace with a York high efficiency gas furnace with air conditioning was discussed. The other two geothermal units, which had needed repairs and were close to the end of their life spans, had already been replaced. Improved performance, quicker response time to thermostat changes without any significant changes in utility costs were apparent. Consideration was given to the availability of funds; delaying the replacement in order that all three units were not at risk of failure close together; costs were likely to increase; replacement during summer months was preferred

Motion 2026-048; It was moved and seconded (McGuire/Richards) that the quote of \$22,013.49 be received as information and the installation of furnace/AC replacement go forward immediately.

CARRIED

TO DO – Gene Richards – arrange purchase and installation of furnace

Access to Tea/Coffee – Discussions were held regarding the possible installation of a water line and sink to be installed on the auditorium side of the kitchen hatch, the purpose being to enable auditorium rentals to access water for coffee urns and dish washing.

Considerations discussed were the lack of space; ability to access the serving hatch e.g. pancake breakfasts; the sink might be used for large amounts of dish washing beyond its capabilities; possible water spillage on the auditorium floor

Motion 2026-049; It was moved and seconded (Babiuk/Richards) That the Director of Maintenance be authorized to obtain 3 quotes for the installation of a sink and water lines beside the kitchen window (dining room area).

DEFEATED

TO DO – No action required

Jammer's Request to re-establish community access dances as a Centre activity – The Board reviewed the Centre's Policies regarding Activities and Rentals, which states that Activities are open to members only.

Motion 2026-050 It was moved and seconded (Wilson/Richards) that Jammers be advised that community access dances do not meet the current policy criteria for Activities therefore a Jammers Dance can only be conducted as a Rental.

CARRIED

TO DO – Bill Cuthill to communicate Board's decision to Jammers

Bike Rack – Consideration had been given to relocating the bike rack to the parking spot to the East of the garbage container (the side away from the Centre) and painting lines on the parking space to prevent parking next to the container. The reason for this was that we have had occasions where a vehicle has prevented the Garbage truck accessing the container, and as a result we are charged for a non-pick up.

Discussion was held as to whether there would be benefit in moving the bike rack; also, we would be losing one parking spot

Motion 2026-051 – It was moved and seconded (McGuire/Richards) hat the parking spot to the East of the garbage bin be cross hatched as to show its a "No Parking" zone to facilitate access by the garbage contractor

CARRIED

TO DO – Maintenance to arrange cross hatch painting of the parking spot

DIRECTORS REPORTS

Treasurer's Report - It was reported that for the month of July 2026 Income (\$9,953) was greater than Expenses (\$7,754) by \$2,199.

Income for the first nine months of the Fiscal Year (\$191,221) was less than Expenses (\$202,537) however, the impact of capital improvements and one-time costs incurred this year included totaled approx \$64,000. This amount, rounded to the nearest \$1,000 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

Projections for the final three months showed a small surplus of approx \$5,000; however, this did not include the purchase of the third furnace.

The Centre's finances remain strong with approx \$87,000 in available funds, and an emergency reserve of approx \$21,000, as of July 31, 2026

Motion 2026-051 It was moved seconded and resolved (Richards/Babiuk) that the report of the Treasurer be received as information

Maintenance Report - a fairly quiet month, a number of small maintenance issues were resolved. We are still awaiting parts for the trap watering system which should arrive in August and the contractor will proceed once the parts arrive.
We are also awaiting a part for the floor machine.

Cleaning services; the need for ongoing communication with the Janitorial Company was discussed. Wilf agreed to be the contact person on behalf of the Centre and Sandra offered to help him.

TO DO – Wilf and Sandra to review Janitorial duties and discuss with the Cleaning Service as required.

Activities Report; No report. It was noted that Activities income for the first nine months of the year was in excess of \$32,000 representing 16,000 \$2 activity sessions.

Rental Report; Discussions were held around the balance between covering our costs and remaining competitive. Also, the value of repeat Renters, whether weekly, monthly or annually was discussed as they require much less administration than one-time renters. Repeat Renters also provide a steady source of income

Bingo Report; Daniel reported that there are now volunteers for both the set up and take down of the Bingo tables and chairs. This is appreciated by the volunteers and workers who operate the Bingo for many hours each Friday evening.

Nominating Committee; Daniel outlined the process required for a Nominating Committee to be effective. He stressed that finding individuals that would let their names stand for Election is a Team effort

TO DO; All Board members to give thought as to who would potentially be a good Board member.

Motion 2026-052 It was moved seconded and resolved (Richards/McGuire) that the Directors reports be received

CARRIED

CORRESPONDENCE

Spiritualist Church – John to contact them regarding Rental Insurance

TO DO – John to communicate with the Church

E-mail - introducing a new outside sales rep with Shepard's Pro Clean Supply Accepted and noted

E-mail - from Allie Browning requesting donation of rental - Declined

TO DO – Bill to communicate decision

Note - from Della Candie regarding an open house this fall – Noted

TO DO – Bill to advise next step

E-mail - from Stroke Recovery requesting removal of rental fee for storage space –

Received and discussed.

Motion 2026-053- Moved and seconded (Wilson/McGuire). That the storage fee be removed from the Rental Agreement however the Centre reserves the right to review and re-implement the fee at a later date.

CARRIED

TO DO – John to advise Kory (Rentals Assistant) and Stroke Recovery Group

E-mail - from Wendy Landridge regarding volunteering at Bingo concession

referred to Committee of the Whole In Camera for consideration.

NEW BUSINESS

Signs - apparent need to establish policy on parking and erect signs on site It was determined that no further action was presently required.

There was discussion regarding engraved plastic signs to replace paper signs.

Washrooms - consider installation of high mount toilets and grab bars in washrooms

Discussion centered around possibly replacing just some. No decision reached.

TO DO – Bill volunteered to check out prices

Provincial Senior Lottery - (Resolution 2025 - 048) to refrain for 1 year from joining with Sechelt Seniors' Activity Centre in participating in the Provincial Senior Lottery. Further information is being obtained. It was believed the Boards decision in 2025 was heavily influenced by the need for a dedicated person(s) to run this program.

Limited Financial Audit the Board is looking for a qualified person to perform an internal audit of our procedures and review one month's disbursements. A person was identified who will be approached

TO DO – John to approach a potential individual

Janitorial Contract Review – addressed in Cleaning Services on page 3

Basement Storage waterproofing

A suggestion was made to place documents into plastic boxes in case of a water leak

TO DO

Bill and Gene to sort through non-financial reports

John to go through financial records

Open discussion of Rental Rates and Meal Rates – Rental rates were reviewed in Rental Report, page 3. Karsten will review meal costs and prices in the Fall

Open discussion of Membership Dues and Drop-In Rate (AGM Resolution would be required)

The reasons for and against any fee increases were discussed with no decision reached.

Bill to prepare a Resolution for the next Board Meeting.

TO DO – Bill to prepare a Resolution regarding the Annual Membership Fee

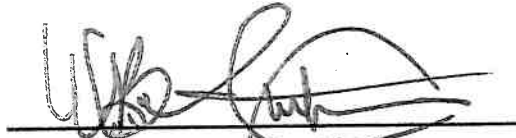
INCAMERA SESSION

The Committee of the Whole moved incamera.

The Committee of the Whole **Action** - Bill Cuthill will respond on behalf of the Board

NEXT MEETING Monday September 14 1.30 pm in the Craft Room

ADJOURNMENT 3.45



W.B. Cuthill - President