APPROVED MINUTES

REGULAR BOARD MEETING

SENIORS FIFTH AVENUE ACTIVITY CENTRE ASSOCIATION

170 - 5TH AVENUE SE SALMON ARM, BC

MONDAY SEPTEMBER 14, 2026

CALL TO ORDER: The meeting was called order at 1:35 PM by President Bill Cuthill

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

APPROVAL OF MINUTES: One change was required; the heading to be changed from July to August. It was moved and seconded (Wilson/McGuire) that the amended minutes of the August 10, 2026 meeting be approved

CARRIED

DELEGATION;

Examination of the Centre's Financial records

Winston Lee-Hai, a member of the Centre, had requested to meet with the Board in response to the Board's request that he perform an External Examination of the Centre's financial records.
Winston explained how the words "Audit" and "Opinion" were very precise accounting meanings and were not appropriate for the purpose we had in mind.
Instead a Review, or Examination, of a sample of the Centres financial records; procedures and accounting system would be the appropriate terminology to use.
He requested that the Board provide an outline of the sample size, and various examples were provided.
Due to his other commitments it was unlikely that this would be completed in time for the Annual General Meeting in November.
It was agreed that the Board would contact him with the sample size required.

Action required – contact Winston with Sample Size

Providing Assistance with the Rotary Christmas Day Dinner (at Midday)

Winston is the Committee Chair for the three Rotary Clubs combined Christmas Day Dinner. The meal would be provided midday and be completed by 3.00 pm.
He was inquiring as to whether the Centre's kitchen and auditorium would be available.
While their planning is still in the early stages it is the intent that Rotary would pay for all the food and provide the volunteers. The Centre's involvement would likely be limited to providing access to the kitchen and building; and possibly a small number of volunteers to provide direction to the rotary volunteers.

The Board agreed to consider this request and respond by September 21.

Action required – Karsten to determine if sufficient kitchen volunteers would assist.

2.22 Brenda Babiuk left the meeting

BUSINESS ARISING FROM THE MINUTES:
Invitation to participate in Provincial Senior Lottery –
Motion 2026-054 It was moved (Wilson) that we participate in the Provincial Senior Lottery. There was no seconder

DIED DUE TO A LACK OF A SECOND

Confirmation of Extension of Janitorial Contract for 1 year (2026/2027)
Motion 2026-055 It was moved and seconded (Wilson/Jensen)) that the contract extension be confirmed

CARRIED

DIRECTORS REPORTS

Treasurer's Report - It was reported that for the month of August 2026 Income ($7,638) was greater than Expenses ($4,383) by $3,255

Income for the first nine months of the Fiscal Year ($198,859) was less than Expenses ($206,740) however, the impact of capital improvements and one-time costs incurred this year totalled approximately $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.

The Centre's finances remain strong with approx $90,000 in available funds, and an emergency reserve of approx $21,000, as of August 31, 2026

A significant shortfall of approx $25,000 is projected for September due to the replacement of the third, and final furnace, and the new trap primers to control sewer gas

Projections for the final two months of the Fiscal Year to October 31 showed a shortfall of approx $19,000

Motion 2026-056 It was moved seconded and resolved (McGuire/Goble) that the report of the Treasurer be received as information

CARRIED

Presidents Report – As per the written report work is in progress to protect the Centre's necessary records in the crawl space and communicating with various individuals and groups.

Maintenance Report – The written report outlined the new furnace; the trap primers; outside maintenance and ongoing mechanical maintenance

Activities Report; It was reported that a number of members are not receiving our email Newsletters

Action required - Sandra to discuss with Office

A new Activity "5 Crowns" a card game will start October 6

It was noted that Activities income for the first ten months of the year was in excess of $34,000 representing 17,000 $2 activity sessions.

Rental Report; No report

Bingo Report; No report

Nominating Committee; The Nominating Committee met September 4th and formulated an Action Plan to encourage members to let their names stand for board positions at the November AGM.
As of September 14 there has been very little response and we are still significantly short of candidates for the vacant positions
President Bill Cuthill requested all Board members to give thought as to who would potentially be a good Board member.

Motion 2026-057 It was moved seconded and resolved (Wilson/McGuire) that the Directors reports be received as information

CARRIED

CORRESPONDENCE
Letter of Resignation from Wilf Smith – received with regret.

Letter from Todays' Senior Newsmagazine "TSN" - regarding business listing

Action Required – Karsten to provide Pancake Breakfast dates to Bill
Bill to the contact Nancy at TSN

Email from Kory Unruh - regarding Garden Club rental – discussion held to facilitate their request, and direction to be provided to Kory. It was determined that there was no perfect solution to the issue, the Board decided on the following

- Access to be provided to the kitchen for the use of the coffee urn, kettles and water only. All items to be cleaned after use and returned
- Prior to the rental, Kitchen staff are to lock up those items, cupboards and fridges as necessary to ensure no items are used and returned to the wrong place.
- In effect when the kitchen re-opens the following morning it should be as they left it the night before

Kory is to be advised that this special arrangement is due to their long, fully satisfactory rental history and a significant number of their members being members of 5th Ave who have a vested interest in a fully satisfactory arrangement for all parties.
Any requests for special arrangements by other groups would require referral to the Board.

NEW BUSINESS

Recommendation of Special Resolution to amend the Bylaws
The Agenda contained the following motion
SPECIAL RESOLUTION #1 - REQUIRED TO AMEND THE BYLAWS

SECTION THREE

Article (f)

Any person participating in any activity at the Seniors' Fifth Avenue Activity Centre Association on a regular basis (e.g. More than 3 times annually) ***whether as a participant or a volunteer,*** is required to become a Dues Paying Member of the Association. The exceptions shall be patrons at the 5th Ave Cafe, ***students on a Board approved work experience program or participants in revenue generating programs (like Bingo, Rentals, Pancake Breakfasts, Teas or Educational offerings) who shall be granted access to the Centre and shall pay non-member rates (as posted and amended from time to time) for the services on offer. All persons utilizing the facility are expected to exhibit good behaviour at all times consistent with the Code of Conduct.***

In order to deal with this Agenda item a Board Member needed to propose this Motion.
Motion 2026-058 Above Motion proposed (McGuire). There was no second.
DIED FOR LACK OF A SECOND

Recommendation of Ordinary Resolution to increase membership fee to $30
Motion (Wilson/Jensen) be it resolved that the Annual Membership Fee be increased from $20 per year to $30 per year effective January 1st 2027.

Discussion was held as to whether this required the approval of the Members or if the Board had the authority to implement this change. While it was determined the board did have the authority it was

considered important to review this increase with the members at the AGM and provide the supporting rationale at that time.

Creation of an AGM Committee

Motion 2026-059 was proposed (Wilson/McGuire)

The Board create an AGM Planning Committee consisting of John Wilson, Treasurer, to be Chair and John McGuire, Member, tasked with organizing logistics, preparing the agenda, and coordinating materials for the upcoming annual general meeting. The two Committee members to have the authority to add up to three additional members at their discretion as they see fit

CARRIED

INCAMERA SESSION

ADJOURNMENT

Motion 2026-060 It was moved, seconded and resolved (Wilson/Goble) that the meeting adjourn at 3:35 PM.

CARRIED

NEXT MEETING October 5th in the Craft Room at 1:30 PM

W.B. Cuthill - President