

# SECHELT SENIORS ACTIVITY CENTRE SOCIETY

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## **2009 ANNUAL REPORT**

*[www.seheltseniors.com](http://www.seheltseniors.com)*

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## **President's Report 2009 Annual Report**

Constitutional Task Force - the Board was asked to strike a task force to look into revamping our Constitution and By-Laws. The Task Force was struck but sadly were unable to complete the job. This task will need to be taken up again this coming year with a new task force and it is strongly recommended that task force members be given the Board Governance training offered by Bert Carswell.

Special Events: we did not have an Entertainment Committee this year, so there were not as many organized events as in previous years. We did, however, have the following:

- A Volunteer Luncheon was again held this year to thank all our current volunteers for their time and efforts. A delicious lunch was provided by our cook, Laura Keno.
- Friday Presentations are becoming more popular now that Anne Stuart is organizing them and getting posters and notices out to advertise them.
- We again hosted the community Flu Shots for Seniors only this year for the Vancouver Coastal Health. The H1N1 Flu Shots were provided by other outlets.

Fund Raisers: three very successful fundraisers were held this year, our regular Bazaar, sponsored and put on the Craft Group, a Cruise Raffle and Silent Auction organized and run by Mo Farn along with an enthusiastic group of volunteers, and the Gary Fjellgaard Concert organized by Barrie Aitken. The money raised by the Cruise Raffle is being put towards the purchase of a new Bus for the Centre.

### Committees:

We have some very successful committees at work in the Centre and these groups make the work of the Board much lighter because of their existence. The committees are: the Kitchen Committee, the Bus Committee, the Communications Committee, the Rental Committee, the Reception Committee, the Life Membership Committee, and the Nominating Committee. These volunteers keep our kitchen running smoothly, bus running on time to exciting destinations, members informed, our revenues from rentals up, our reception desk mentioned, to name just a few of their benefits.

The committees that are in need of volunteers are: membership/volunteer, entertainment and the Financial Standing Committee.

### Contracted Workers

We have several contracted workers who assist throughout the day with some major tasks; our Cook, Laura Keno, our Cleaner Jim Coffin who replaced Karen Robson who worked for us for three years, our Office Coordinator, Vivian Waterhouse who is at present also doing our rentals, our Exercise Instructor, Jacqueline Allan, Yoga Instructor, Peg Neilon, and our Gardener, Rob Wilson.

The reason for these contractors is that we do not have volunteers coming forward to perform these jobs and this contractor list may well increase over time. It was reported at our Director's meeting in May that in response to our request for garden clean up on April 28 – only two members showed up for two hours and then Ron and Dianne Atkinson worked for an additional two hours. Cost of gardening will now be borne by the membership fees.

With regard to our Office Coordinator position, we received a \$1,500 Grant in Aid from Sunshine Coast Regional District for this position but will likely have to start funding this position from General Revenues as the grant proceeds have been greatly reduced and there is no guarantee that we will continue to receive these monies for this position.

Accomplishments: some of the things we have been able to accomplish this year include painting the lobby and auditorium, new kitchen cupboard in Auditorium, permanent name badges for board members, replacement fridge for the old fridge that was in the Craft room, new policy regarding the use of scented products in the Centre, new blinds for the Games Room, and new card tables.

Continuing Issues:

Volunteers, or lack thereof, still remains a pressing issue for the Centre and we will have to come up with some new and innovative ways to entice new volunteers to the Centre.

Perhaps they would prefer to volunteer 3 or 5 days or mornings or afternoons a week for an entire month and be done with it for the year? I am sure these arrangements might be entertained.

What is a good volunteer - someone one who comes forth and offers their time when volunteers are asked for - not someone who waits on the sidelines to be called upon. This Centre belongs to the Members and is run entirely by people dedicated to providing a pleasing environment to socialize and partake in stimulating activities. We hope that you can find the time to support our great resource and assist with some of our everyday tasks.

I also feel we need to make ourselves more visible within our community, make more people aware of the good that we do and the services we provide.

Wilma Lorimer, President.

## Treasurer's Report 2009 Annual Report

### SECHELT SENIORS ACTIVITY CENTRE SOCIETY

Income Statement (Cash basis) 01/01/2009 to 12/31/2009

#### *REVENUE*

#### *INCOME*

Bridge Duplicate	5,640.75	
Bridge Saturday	2,985.70	
Bridge Upgrade	2,117.90	
Bingo	90.00	
50 - 50	336.00	
Bocce	89.00	
Carpet Bowling	3,664.10	
Computer Activities	87.50	
Square Dancing	497.02	
Crafts	312.60	
Crib	738.00	
Exercise	9,741.25	
Games Room	1,661.98	
Painting	288.95	
Play Reading	345.85	
Poker	1,056.00	
Qi Gong	2,328.00	
Quilters	612.80	
Scrabble	100.00	
Paper Mates/SAM	422.00	
Table Tennis	373.00	
Tai Chi	1,085.75	
Euchre	341.00	
Yoga	2,234.00	
Genealogy Group	121.75	
TOTAL ACTIVITIES		37,270.90
Bar Income	1,494.25	
Bus Income	16,905.25	
Copy Machine	119.75	
Donations Received	220.00	
Groceries Slips	1,340.00	
Kitchen Income	42,779.79	
Membership	17,510.00	
Rent Income	22,294.14	
Interest Income	6,500.37	

Christmas Lunch 2009	790.00	
Special Events	65.00	
GST Refund	1,244.41	
Travel Refunds & Commissions	1,302.50	
Fundraising	416.99	
Bazaar	1,341.40	
Cook Book Income	210.00	
New Year's Eve Murder Mystery Dec29	3,610.00	
Grant Income(Coordinator)	1,550.00	
Misc Income	70.00	
OTHER INCOME		<u>119,763.85</u>
<b>TOTAL INCOME</b>		<u>157,034.75</u>
<b>TOTAL REVENUE</b>		<u>157,034.75</u>

**EXPENSE**

**EXPENSES**

Office Coordinator		14,439.00
Advertising		173.15
Bar Expenses		379.57
Bus Expenses	16,120.96	
Amortization - Seniors Bus	<u>1,081.00</u>	
TOTAL BUS EXPENSES		17,201.96
Computer Activities / Training		1,210.81
Computer Administration / Office		558.80
Copier		3,055.49
Craft Supplies		19.12
Instructor Expense		4,009.62
Volunteer Appreciation Expense		2,147.54
Hostess Meals		1,973.00
Insurance-Bldg.-Content-Liabilities	10,425.96	
Directors Liabilities	<u>1,760.04</u>	
TOTAL INSURANCE		12,186.00
Cook Contract	21,192.50	
Food Products	19,863.65	
Kitchen Supplies	<u>3,684.98</u>	
TOTAL KITCHEN EXPENSES		44,741.13
Landscaping/Garden		810.19
New Years Eve Murder Mystery Dec29		2,449.17
Contract Cleaner	14,696.17	

Maintenance Services	4,454.19	
Maintenance Supplies	3,867.07	
<b>TOTAL CONTRACT/ MAINTENANCE EXP</b>		23,017.43
Facility Upgrade		4,543.40
Office Expense		2,535.21
Special Events Expense		78.57
Rental Security		1,187.93
Alarm System	276.00	
B. C. Hydro	5,201.60	
Terasen Gas	7,948.84	
Waste Disposal	653.35	
Fire Protection	793.50	
Sewer, Water	643.09	
Telephone	2,239.23	
<b>TOTAL UTILITIES</b>		17,755.61
New Years Eve Lunch		56.00
Fundraiser Expense		308.81
Friendship Hour		93.91
Work Safe/WCB		518.63
GST Paid		3,352.64
Total Smaller Expenses		0.14
<b><i>TOTAL EXPENSES</i></b>		<u>158,802.83</u>
<b><i>TOTAL EXPENSE</i></b>		<u>158,802.83</u>
<b><i>NET INCOME</i></b>		<u><u>-1,768.08</u></u>

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## **SECHELT SENIORS ACTIVITY CENTRE SOCIETY**

**Balance Sheet (Cash basis) As at 12/31/2009**

### ***ASSET***

#### ***CURRENT ASSETS***

Sunshine Coast Credit Union	10,664.36
Equity Shares 'B'	61.52
Equity Shares 'C'	13.01
Credit Union - Gaming Account	25.00
A/R from Claytons/IGA	272.17
Floats	600.00

Prepaid Insurance	1,748.00
<b>TOTAL CURRENT ASSETS</b>	<u>13,384.06</u>

**CAPITAL ASSETS**

Seniors Bus	28,595.00
Less: Accumulated Amortization	<u>-26,432.00</u>
Seniors Bus: net	2,163.00
Building Contents	80,364.13
Building	1,185,000.00
Land	<u>415,000.00</u>
<b>TOTAL CAPITAL ASSETS</b>	<u>1,682,527.13</u>

**CONTINGENCY FUND**

Term Deposit #15-Aug31/10	40,322.95
Term Deposit #17-Oct.20/10	5,187.78
Term Deposit #16 July 2/10	10,992.91
Term Deposit #18 Apr20/10	26,012.50
Term Deposit #19-May28/10	20,770.00
Term Deposit #14-Mar3/11	32,464.45
Term Deposit #10 - Mar 2/10	<u>20,099.26</u>
TOTAL TERM DEPOSITS	<u>155,849.85</u>
<b>TOTAL CONTINGENCY FUND</b>	<u>155,849.85</u>

<b>TOTAL ASSET</b>	<u><u>1,851,761.04</u></u>
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**LIABILITY**

**LIABILITIES**

A/Payable to Seniors Bus	13,680.66
Prepaid Membership for 2010	12,000.00
Damage Deposit	<u>500.00</u>
<b>TOTAL CURRENT LIABILITIES</b>	<u>26,180.66</u>

<b>TOTAL LIABILITY</b>	<u>26,180.66</u>
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**EQUITY**

**SURPLUS**

Retained Earnings	1,827,348.46
Current Earnings	<u>-1,768.08</u>

***TOTAL SURPLUS***

1,825,580.38

***TOTAL EQUITY***

1,825,580.38

***LIABILITIES AND EQUITY***

1,851,761.04

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## **Secretary's Report 2009 Annual Report**

My goal for the year was improve the Board's electronic efficiency and record-keeping and to make more use of email and the Internet to improve communication between the Board of Directors and the membership. The following steps were taken in order to make progress in this direction.

1. A laptop computer was purchased and networked with the main office computer and printers. This enabled the President and Secretary to create and print documents while the main office computer was otherwise busy. This also made it possible to record the minutes of Board meetings directly on to the laptop, thus simplifying and speeding up the circulation of those minutes. The laptop was also used to project the agenda for General Membership Meetings on the large screen in the auditorium thus avoiding having to guess how many printed copies to have available.
2. A complete membership email list was created and used to send updates about Centre activities at least once a calendar month.
3. In response to complaints about the format of the 2010 membership forms, the form was redesigned and a new volunteer information form was created.
4. Purchased software which has enabled us to print sequentially numbered tickets for raffles and other events.
5. Assisted with the editing and printing of the monthly newsletter – the Seashell Echo.
6. Kept the Centre's webmaster apprised of necessary changes to the information on the web page.

David D. Bowie  
Secretary

## **Committee Reports 2009 Annual Report**

### **Bus Committee Report**

#### Bus Maintenance Report

The bus is now in its 12<sup>th</sup> year. This past year has had no major expenses. Expenses for two (2) services and two (2) inspections were 1,070.90. A complete brake job will be required before the next May inspection. The estimated cost is approximately \$3,000.00. Because the braking system is a safety issue we recommend doing the repairs and recovering some of the expense when we sell the bus.

We are presently seeking a used replacement bus priced between thirty (30) and forty (40) thousand dollars.

We have three retailers interested in finding a replacement, however, none has been found to date.

Bill Quarry, Principle Driver

#### Bus Trip Report

Casino Trips.....	24	Shopping Trips.....	12
Special Trips.....	18	Cancellations.....	12

Marilyn Oseen

### **Communications Committee Report**

Communications this year included the Seashell Echo (newsletter), The Coast Reporter, C-VUE FM, and some advertising in The Local.

I.G.A. (Wilson Creek) who had previously sponsored the Coast Reporter column changed management - - had other priorities. As a result, we now have four sponsors throughout the month, for our weekly Coast Reporter column—Pharmasave, Sechelt Insurance, Sunshine Coast Credit Union and South Coast Ford, thereby dividing the cost.

C-VUE FM asked us to submit weekly information re the Centre, for Wednesday morning (11:00 - 11:15 am) broadcast. As of Wednesday November 4<sup>th</sup> I have been adhering to this schedule. We understand this segment is sponsored by Super Valu (Sunny Crest Mall) to which we add our thanks.

The newsletter 'Seashell Echo' is produced monthly. This year we added a synopsis of the Directors and the General Meetings. This addition is to ensure our members are informed as to what is involved in running the centre. The Echo is also published on our website to allow members to download directly

Respectfully submitted, Joan Fleetham

## **Committee Reports 2009 Annual Report**

### **Friday Morning Talks - October to December 2009**

I accepted this responsibility in late September or early October and arranged seven talks to be given at 9.30 a.m. in the hall. Most of these topics were suggested by members. Reception of the talks, judging by attendance, has been mixed – to say the least.

The talks were interesting and worthwhile. It is interesting to note that those topics addressing end of life issues drew the larger audiences; Wills and Estates and the Memorial Society talks attracted about seventeen listeners; seven of those were from the Community Centre, with whom we are collaborating. Hospice had about six in attendance. A DVD on Emergency Preparedness in our area, shown by Wilma Lorimer, a talk about home health services, including the offer of a free foot care session, and a talk about scams we should beware of had only two people attending – and I was one of them! Nobody came for the presentation on the Sunshine Coast Community Foundation by Margaret Page, which was a real disappointment. I chatted with Margaret in the lobby and she offered to try again with a topic that should appeal to a number of people reflecting on their lives and experiences. Note 26 February on your calendar!

I will continue to arrange talks, hoping that people will become interested in this opportunity to learn more about a topic or to explore something new to them. Starting in February, the starting time has been changed to 10.00 a.m. Perhaps 9.30 a.m. is too early for some Seniors who would, otherwise, be interested.

Topics already arranged for 2010 include:

22 January Bullying – What it is and How to Deal with it; bullying can happen at any age, even between partners.

5 February: E.F.T. Emotional Freedom Techniques with Local EFT Expert Dana Williams, lose the Baggage and Gain more Energy to do what you Love !!! "Try It On Everything"

12 February: Acupuncture - Learn how this Chinese Medical treatment can help prevent seasonal colds and other infections, as well as help in treatment of many conditions. Dr. Mary Lee has over 25 years experience in acupuncture, acupressure and Chinese herbs.

19 February: Habitat for Humanity - Building Homes, Building Hope. Gwen Hawkins will tell about this great charity working world-wide and in our own community.

26 February: "SHEROES" -Seven Life Lessons from Seven Wonderful Women Margaret Page. Who has inspired you?

Suggestions for topics can be sent to me at [astuart@dccnet.com](mailto:astuart@dccnet.com) or messages left for me in the office.

Respectfully submitted,  
Anne Stuart

## **Committee Reports 2009 Annual Report**

### **Fund Raising Committee**

#### **Cruise Raffle**

I was appointed to fundraising in late February primarily to organize a Cruise Raffle. The raffle was put together and offered 5 major prizes and an Early Bird Draw as follows:

1. Holland America 7 Day Cruise
2. Vancouver Getaway
3. Holiday at Home Getaway
4. Vancouver Island Getaway
5. Oregon/Nevada Getaway
6. Early Bird Draw

The Getaway Draws comprised 32 donated prizes.

200 tickets were sold at \$20.00 each

Total gross revenue \$8,000.00

Total expenses \$2,200.00 (approx)

**Net profit \$8,000.00 (approx)**

This raffle required many volunteers, and a great deal of support from the membership. It requires regular sales at the malls and the Centre over a five month period. It could not have been done without great effort from Barry Aitkin who organized the ticket sales which was flawless and also from Joe Clitheroe who did a remarkable job in personal ticket sales.

#### **Wine and Cheese Party/Silent Auction**

To facilitate the Cruise Raffle draw, I decided to have a special event and chose a Wine and Cheese Party and Silent Auction, first of all to highlight the draw and secondly to raise more money. Although I was hesitant at first to take on more responsibility, it proved to be a tremendous success and a very enjoyable event.

To make this event successful, I needed 30 volunteers and had no difficulty getting them. Special thanks must be given to Laura, our cook, who took on the food aspect of the event. Joan Fleetham, who did a tremendous job with the tables and hall decorations, and to the set up and take down volunteers. Special mention must be made of Pauline at The Local, who gave us great coverage for this event and the Cruise Raffle, and to Vivian who helped assemble Silent Auction items.

Attendance – Approximately 140

**Net profit Approx \$3,200.00 (Wine & Cheese, Silent Auction, Bar)**

Number of Silent Auction Donations: 32

I am hoping that a Wine and Cheese Party/Silent Auction can be repeated in May/June 2010.

## Committee Reports 2009 Annual Report

### Murder Mystery

This was a new event for the Seniors Centre, held early, on New Year's Eve. I am hoping this will become an Annual Event. 160 attended, which included 13 volunteers.

This event was organized in association with the Peninsular Players, who did the actual Murder performance, did some of the marketing and looked after the printing of tickets and posters.

The meal was catered by Kathleen Davis, who did a tremendous job and everyone was delighted with the menu and quality of the meal. Joan Fleetham, again, did her magic with the table decorations, Joe Clitheroe his usual efficient 50/50 draw, with Franz again running an efficient bar operation. Other helpers were ticket sellers, serving help, dishwashing. Sue Carson was my main contact with the Peninsular Players and was also pleased with the evening and the atmosphere created.

Everything went smoothly with this event and I was extremely pleased to have initiated the event.

Attendance:	160
<b>Net profit</b>	<b>Approx \$880 (ticket sales, bar, 50/50 draw)</b>
Ticket prices:	\$25.00
Paid to theatre group:	\$160.00 (\$1.00 per ticket)
Paid to Caterer:	\$14.00 per plate (volunteers were included and ate)
Date:	December 31 (5:00 pm to approximately 8:30 pm)

Maurice Farn, Fundraiser

### **Kitchen Committee Report**

The goal of this committee is to coordinate the functions of the kitchen by assisting the cook in the preparation of meals, Monday to Friday; by providing trained volunteers who will assist the cook with sandwich preparation, soup and table service. The committee also works to ensure that the kitchen remains a financially viable operation of the Centre.

In this endeavour we meet monthly with a set agenda. The members of our committee number four with a Board Liaison and the Cook in attendance. This year, in June, two outstanding members Elizabeth Macneil and Lorraine Gallant retired from the committee and our Board Liaison, Adrien Tylor, completed her service in October. All three women worked diligently, bringing their strengths to create a strong highly functioning committee. Many thanks go to each of them for their contributions.

Much was accomplished in defining the goal and outlining the responsibilities of all participants. A Kitchen Volunteer Manual was developed and adopted in February and again revised in November of this year. The manual became two with one for the

## **Committee Reports 2009 Annual Report**

Kitchen Volunteers and one for the Kitchen Committee. Copies are available in both the kitchen and the office. These were distributed at a Volunteer Tea which included a speaker on Food Safety.

The challenge of staffing and training our volunteers requires stamina and a light-hearted spirit which both of our schedulers, Sharon Shorter and Judy MacIssac have in abundance. We have 54 active volunteers who staff the kitchen for approximately 3 ½ hours, 180 days a year. With a minimum of 3 people per shift, this equates to over 700 shifts. We are deeply indebted to those volunteers who commit themselves to this task.

Another challenge this year was creating a Volunteer Lunch Discount Policy. The fifty per cent discount continues to play havoc with our bottom line. Another factor impacting our requirement to make the kitchen a financially viable operation this year was the lack of Special Events. In the past these have nearly always generated a positive cash flow. Upon reviewing the financials for the kitchen, it was necessary to ask Laura, our Cook, to increase food prices marginally this fall. Mary Mellis, in her newly created position of Treasurer, will continue to monitor each month the kitchen financial results.

In closing the success of the kitchen can be attributed directly to the efforts and skills of Laura, our Cook, who prepares each day, each week, ten months of the year delicious and nutritious meals for our Seniors. She is constantly sourcing out new additions with an eye to the bottom line. A deep felt thanks from the Committee.

Respectively submitted,

Karyn Burney, Judy MacIssac, Mary Mellis, Sharon Shorter

## **Life Membership Committee Report**

Meeting held on November 2, 2009 at 3.25 pm.

Life Members present: Bonnie Hewitt, Doug Third, Anne & Joe Clitheroe

Absent: Eva Wall who was contacted by phone and gave her acceptance to the following.

Two forms were presented for Life Membership consideration:

- 1) Maurice Farn
- 2) Ken Hewitt

The Committee voted to accept both members as this year's recipients of the Lifetime members Award. The two members received their award at the Seniors Christmas Lunch on December 5<sup>th</sup> 2009.

The committee also made a recommendation that we start reminding the membership at the last meeting in June before the summer break and also again

## Committee Reports 2009 Annual Report

in September via a Life Membership meeting. This will allow the general membership ample time to have their forms in earlier. It is also the hope that we get more Life members to join this Committee.

Chair – Bonnie Hewitt

### Maintenance Committee Report – Ron Atkinson, Chair

This past year we have been focusing on some upgrading to our facilities. They have included -

1. Painting the auditorium and front foyer areas.
2. Stripping all tiled floors and refinishing them. Cleaning all carpeted areas.
3. Replacing the seating covers and cushions in the front foyer and replacing material in auditorium screens.
4. Building new cupboards in the auditorium for kitchen storage that also provides for a better serving area.
5. Added a maintenance workbench in the Electrical Utility Room
6. Replacing bathroom light fixtures.
7. Replacing wooden curbing with concrete in front parking area.
8. Repairing and replacing some roof exhaust motors, belts, filters and controllers.
9. General maintenance and repairs to dishwasher, furnace, & chairs.
10. Purchased a new floor polisher/scrubber to replace the old non-functioning one.
11. Recover office chairs and refinish table.
12. Cleaning up gardens (more work to be done in the spring )

By the end of this calendar year, we hope that we will have a **new furnace** installed. This furnace serves the front section of the building (excluding the auditorium). It will be a HIGH EFFICIENCY unit rated at 95% efficient compared to our present furnace that is well below 50% efficient. The repair cost to keep our present furnace has been mounting and the band-aid approach is no longer safe. You may have noticed the problems that we have had with fumes and fluctuating temperatures. This replacement will cost approximately \$ 11,000.

In 2010, year two of our five year plan, we will consider the following upgrades.

1. Replacing **roof heating and ventilating system** for the auditorium at a cost of approximately \$33,000.
2. **Painting** the outside of the building approx. \$17,000.

## **Committee Reports 2009 Annual Report**

The following three years (2011 to 2013) of the five year plan is -

1. **Painting** the remainder of the rooms approx. \$20,000
2. Replacing auditorium **floor tiles** approx. \$40,000
3. Upgrading **kitchen appliances &/or auditorium lighting**.(under review) \$65,000.

Total contingency for the 2010 to 2013 = \$165,000.

Ron Atkinson, Chair

## **Membership Committee Report**

The total membership for 2008 was 1074, and the total for 2009 was 993.

The difference in these totals is probably due to the fact that the 2009 memberships became available in September 2008 for the first time. Between September and 21 December 2009, 503 people had taken out memberships for 2010 and members have until the end of January to renew.

This year the membership cards have the year marked on them. This should help eliminate the mistake of people forgetting they have paid early in the year and paying a second time. Volunteers on the Reception Desk should always check the Membership List, if in any doubt. The Membership List is normally updated on the computer each week but is only printed up about once a month.

The new Membership Forms have been working well, once a few problems were ironed out in September/October. As always, please check that membership forms are **clearly legible** and that **all** sections are completed.

My thanks to the Reception Volunteers for their co-operation and for their cheerful help to members – both new and those renewing their memberships.

Respectfully submitted, Anne Stuart, Chair

## **Nominating Committee Report**

The 2009 nominations for Board and Directors was once again a challenge. Each year we are trying to get people to come forward to serve with very limited success.

We finished up with all positions filled except one (and since then one of the Directors has resigned) and we need to take a good look at what the Executive

## Committee Reports 2009 Annual Report

and Directors are expected to do once elected. We should also look at the requirements in the Constitution, how many Board members are needed, and the length of term each officer may serve.

For several years now, we have been unable to attract enough Members to fill the positions and there has to be a good reason why Members will not step forward.

The President's role has become almost a full time volunteer position and this is not acceptable.

My opinion (and it is only my opinion) is that we need to have paid staff to run the office and the Board of Directors would concentrate on Policy, long term planning and personnel issues.

At present, each Board Member is expected to serve one day per week in the office, attend all Board meetings, head or run a Committee. I feel this is too much to expect from volunteers and the amount of commitment is the main reason most Members will not consider running for office.

I have been on the Nominating Committee for three years and have asked probably 100 Members to consider running for office. The most single reason for not considering running has been the commitment required and, in particular, the day in the office.

I do not feel attracting Members to run will become any easier unless changes are made.

Maurice Farn, Past President/Nominating Committee

### Room Rental and Activity Co-ordinator Report

#### Type of Rentals

Meetings	25	Weddings	2
Fundraisers	5	Training	1
Other	15		

#### Rental Days (Does not include Power Squadron nor Latter Day Saints)

Sunday	8	Monday	1
Tuesday	9	Wednesday	8
Thursday	6	Friday	1
Saturday	15		

## **Committee Reports 2009 Annual Report**

### Rental by Month (includes Power Squadron only)

January	5	July	0
February	11	August	2
March	18	September	6
April	18	October	10
May	4	November	4
June	2	December	5

Total Fees Raised:                      \$21,600.80

Rental fees waived for Flu Clinic; Income Tax Clinic; S.N.A.G.

Rental revenue from The Church of Latter Day Saints not included in above figure.

Firstly, I would like to thank Erika Wright for taking on this enormous task at the beginning of year. Unfortunately, she stepped down from the position, and as no volunteer was willing to take on the responsibility, the function was delegated to the Office Co-ordinator.

This position requires many hours of completing forms, numerous phone calls, updating manuals and the Daily Activity Book, lessening the chance of double booking space. We have updated information on the computer, but the time required to complete each function efficiently, is still very time consuming.

Rental fees were increased in the Fall to cover higher costs and the Centre no longer provides dishes; cutlery, cooking utensils, etc.

Many thanks go to Mike McCarthy and his Security team for an excellent job and many hours of volunteering; our new cleaner, Jim Coffin and Laura Keno, our great chef.

Respectfully submitted, Vivian Waterhouse, Office Coordinator

### **Security Committee Report**

The security function, both weekly routine and rentals, ran smoothly in 2009 with a minimum of alarms and no break-ins or vandalism.

We have a group of seven (7) dedicated members who ensure the Centre is secure and that the alarm is set after activities finish – Monday through Friday. These members are Joe Clitheroe, Ton Donkersloot, Jim Fitzsimmons, Steve Lee, Vern Matthaus, Bruce Yarwood and myself.

Jim Fitzsimmons and Bruce Yarwood share the assignments for those rentals where a security presence is required. Gwenda Thain and Vivian Waterhouse have been added to the team to open and close for rentals which do not require full-time security.

Mike McCarthy, Chair

## Activity Statistical Data

Space is provided for those members showing an interest in a particular activity which is organized and run by a chairperson appointed or elected by the members taking part in that activity. Space is free of charge but each participant is charged a \$2.00 user fee. While users fees are shown below, due to the nature of the activity, comparisons should not be made from one activity to another.

### Bridge (Social)

Vision - Bridge is a very popular activity and we continue to provide a facility for this activity to take place.

Activity Day - Saturday

Average Attendance -

User Fees Collected - \$3100.00

### Bridge Update

Vision - to provide seasoned players an opportunity to improve specific bids or conventions.

Activity Day - Monday

Average Attendance -

User Fees Collected - \$2200.00

### Bridge - Duplicate

Vision - For those interested in more competitive bridge, players compete against others who play the same hands. This group purchases its own supplies.

Activity Day - Monday and Thursday evenings

Average Attendance

User Fees Collected - \$5100.00

### Carpet Bowlers:

Vision - Our goal for the coming year is to continue to provide a welcoming and friendly activity to any member who wishes to take part in a popular pastime which provides gentle exercise.

Activity Day - Monday, Wednesday

Average Attendance - 24

User Fees Collected - see treasurer's report

### Computer Group

Vision - Computer instruction covering areas from the very basics to more advanced needs.

Activity Day - Tuesdays and Thursdays

Average Attendance - 54 participants for the year

Revenues Raised - (User Fees) \$102.00

Challenges - declining enrolment

### Craft Group

Vision - Increase our numbers of members to join our group to assist with collect and make craft items to sell at the Christmas Bazaar.

Activity Day - Thursday

Average Attendance - 8

Revenues Raised - \$1,388.40 at the Christmas Bazaar

User Fees Collected - there are no user fees for this activity as all monies raised go to general revenue

Challenges - Seeking new crafts to make and new members.

### Duplicate Bridge Updating

Vision - a new activity started this year to assist players to update their duplicate bridge skills.

Activity Day - Tuesday mornings and afternoons

Average Attendance - 16 to 20 players (4 - 5 tables)

User Fees Collected -

### Exercise Group

Vision -

Activity Days - Tuesday and Thursday mornings

Average Attendance - 45 - 48 participants

User Fees Collected -

### Friendship Tea

Vision - to provide an opportunity for old and new members to meet and socialize

Activity day - First Tuesday of every month

Average Attendance - 35

User Fees Collected - this is not a revenue based activity and costs are covered by the Centre.

### Games Room

Purpose - primarily used for Pool Players as a drop-in activity

Activity Day - drop-in capability every day

Average Attendance - 12 to 15 regular players

User Fees Collected - the pool room charges \$.50 per game rather than collecting user fees and collected \$1500.00 this year.

### Genealogy

Vision - to meet and compare stories and notes

Activity Day - 3rd Wednesday of each month

Average Attendance - 6 to 8 members

User Fees Collected -

### Play and Poetry Reading

Vision - to provide a forum for those members interested in English literature to find and read play sets and poetry.

Activity Day - Friday  
Average Attendance - 5 to 10  
User Fees Collected -

#### Qi-Gong

Description - an ancient healing art to increase health and vitality.  
Activity Day - Wednesday  
Average Attendance - 20 - 24  
User Fees Collected -

#### Quilting Group

Vision - to provide an opportunity for quilters to meet and work on and finish their quilts  
Activity Day - Tuesday  
Average Attendance - 6 - 10  
User Fees Collected - \$360 - \$400.00

#### Radio Group

Purpose - this group is an integral part of the Sunshine Coast Emergency program with on site emergency radio equipment. The equipment, much of which was donated by the Farish family with other items provided by the sunshine Coast Emergency program is tested and operated weekly.  
Activity Day - Tuesday  
Average Attendance - 4 to 7  
User Fees Collected - this is not a revenue based activity.

#### Stamping and More

Vision - provide for the enjoyment of making paper crafts and rubber stamping  
Activity Day - First and Third Tuesdays  
Average Attendance - 20  
User Fees Collected -

#### Tai Chi

Description - It is said those who do practice every day have a longer, more active life, as Tao Chi accumulates energy leaving you feeling refreshed. The slow, dance-like speed of Tai Chi creates balance, flexibility and calmness. With an emphasis on deep breathing and using mental imagery, Tai Chi is a discipline which takes some time to attain a comfort level.  
Activity Day - Monday and Friday  
Average Attendance - 10  
User Fees Collected -

## **APPENDICES - Full Activity Reports**

### **BRIDGE**

Bridge continues to be a very popular event at our Centre, with six scheduled activities per week. Two duplicate upgrade activities will be reported separately by Chairperson Judi Wilson

#### **Social Bridge, Saturday - 1:00 p.m.**

This event remained static in 2009, with revenue of \$3,100 to the Centre, with \$1 per person paid out in prizes and supplies. Thanks to Mike and Fay McCarthy for their help.

#### **Monday Update - 1:00 p.m.**

This event helps new players and those wanting to improve. A short lesson is given on a specific bid or convention. Gwenda and Mike are available to assist those with bidding or playing problems. Revenue to the Centre was \$2,200.

#### **Duplicate – Monday and Thursday, 7:00 p.m.**

For those interested in more competitive bridge, players compete against others who play the same hands. This group purchased its own supplies and contributed \$5.100 in user fees to the Centre. Thanks to Fay and Mike McCarthy and to Jean and Russell Tkachuk for their help.

Gwenda Thain, Chair  
Mike McCarthy, Co-Chair

### **CARPET BOWLERS REPORT**

Our usual days and times of bowling are as follows.

January to the end of June – Monday and Wednesday at 1:30 pm. Participants try to arrive no later than 1:15 pm.

July to the end of August – Monday only at the usual hours.

September to December – same hours and times as January to June.

During 2009 we had a marked increase in attendance with an average of 24 members.

The one donation we made was to the 2008 New Year's Eve Lunch.

During the last several years we have given up a number of bowling days on Wednesdays due to special events being scheduled for that day. May we suggest that in the coming years special events are held on days when there are no conflicting activities.

Our goal for the coming year is to continue to provide a welcoming and friendly activity to any member who wishes to take part in a popular pastime which provides gentle exercise.

For revenues raised please refer to the Treasurer's Report.

Sincerely,  
Joe Clitheroe,  
Chairperson.

## **COMPUTER ORIENTATION AND TRAINING PROGRAM**

The year 2009 had 54 participants taking computer training classes held in the Dr. Farish room with instruction covering areas from the very basics to more advanced needs. It should be noted that our training program is offered for PC's only, not MACs.

The training classes are offered on Tuesday and Thursday of each week (except holidays) from 10am to 11am. There are usually from one to four participants. The classes can accommodate one at each of the four computer work stations and those with their own Laptops can also be accommodated. For a better view of the training that we can provide a list of subjects is shown on our website.

Training class instruction was provided by Phil Green as instructor for the Thursday sessions and Dave MacKenzie handling the Tuesday classes.

The program generated \$108.00 in revenue for the year arising from the \$2.00 fee charged per training session (this amount does not include the \$2.00 fee for use of the 'open' computer used without the payment of the fee.) While the revenue generated this year is unusually small it must be considered that the computer training program is provided as a service to our members as part of the annual membership fee and is not designed to be self supporting. We hope in the future to be able to provide some more advanced 'courses' on specific subjects and look forward to our members submitting ideas for a course that would enhance their computer abilities.

Last year we introduced a Wireless router to the Center thus enabling those who rented the Center's facilities to have wireless internet connection and also to facilitate those who bring their Laptops to a training session. We upgraded the router this year to improve reception of the signal in pretty much all areas of the Center.

We have faced a few challenges over the past year mostly related to a limited training class enrolment. In addition there have continued to be issues where attempts have been made by persons unknown to access the computers which sometimes have created problems in bringing them back into service. To try and offset this issue we provided one computer, with no need for a password, to be available 24/7. The only requirement in this regard is to deposit the regular \$2.00 fee in the container provided on the HONOR system.

The 'Chair' of this program Phil Green, provides regular 'maintenance and updating' to both office computers and to the four computers in the training room. Over and above that, we replaced the Office Administrators Computer with a new one this year and transferred the old one to the training room. We also purchased a new Laptop for the use of the President and Secretary. In addition, the two old CRT monitors in the office were replaced with two new LCD monitors. These provide much improved definition and more importantly given their thin size, provide more workspace on the office desks.

I would like to thank Dave MacKenzie, Co-Chair for his support during the year and for his participation in the training classes. Also his very useful technical advice and look forward to his continued participation and support for the coming year.

As the 'Chair' of the Computer Orientation and Training Program I would like to thank all those valued members who participated in the training offered and who thus helped in achieving success of the Program this past year.

Respectfully submitted, Phil Green  
Chair, Computer Orientation and Training Program.

### **CRAFT GROUP REPORT**

#### Vision for the Year

To collect and make craft items to sell at the Christmas Bazaar.

#### Format and Frequency of Meetings

We meet as a craft group every Thursday morning with an average attendance of eight.

#### Challenges faced during the year:

A couple of our craft group recovered the furniture in the foyer and the screens in the auditorium. To seek new craft ideas and to enroll new members.

#### Revenues Raised

We raised \$1,388.40 for the Senior Center's funds.

#### Special Events where the Activity Volunteered as a group:

Making items to be sold at the Christmas Bazaar and the setting up and running of it. Volunteering to help with the White Elephant Sale.

#### Challenges faced during the year:

Seeking new crafts to make. Getting some more members to join our craft group.

#### Donations made to Special Events:

Donations of knitted items to the Elves Club for needy children.

#### Recommendations/Suggestions for the Incoming Board of Directors:

To make it known, that of all the members there are at the Senior Centre, there was a shortage of baked goods from them for the Christmas Bazaar. It is their Centre and more donations would have helped raise more funds.

#### Goals for the coming year:

To meet every week and make crafts that can be sold at any craft sales that we have.

Sincerely, Jennifer Hamel

### **DUPLICATE BRIDGE UPDATING**

This was a new initiative started in October 2009 to help players update their duplicate bridge skills. Initially I thought I would run one class but the number of people interested and their different skill levels were too much for one session so I decided to hold two.

Lessons are held every Tuesday morning and afternoon with 4 or 5 tables (16 – 20 players) in each session.

Although this is a lot of work, I love bridge since it keeps the brain working – always a benefit for seniors.

Sincerely, Judi Wilson

### **EXERCISE ACTIVITY GROUP**

The exercise classes on Tuesday and Thursday are well attended and average between 45-48 participants.

Jacque Allen has been our full-time instructor and is very well liked.

Her classes are energetic with a lot of variety.

We are getting quite a younger group and a few of them volunteer regularly.

Submitted by Eva Wall

## **FRIENDSHIP TEA REPORT**

During 2009 we held 8 Friendship Teas, with an average attendance of 35 people each month.

I would like to thank all the volunteers who gave so much of their time setting up and cleaning up and the beautiful decorations each month and of course those delicious goodies we all enjoyed.

Thanks Again, Ina Grafe, Chairperson.

## **GAMES ROOM REPORT**

Although the other activities and rentals use the Games Room occasionally, it is primarily used by Pool players.

Because this is a drop-in activity open every day, it is impossible to say exactly how many individuals use it. However there are 12 to 15 regular players.

The Pool players bring in between approximately \$1,500 per year. This is more than enough to cover the operational costs of the room, buy supplies to repair the cues and pay to recover the tables periodically. The large table was recovered early in 2009. The small table, although less frequently used should be recovered and have new cushions installed in 2010.

David Bowie

## **GENEALOGY REPORT**

The Genealogy group meets on the 3rd Wednesday of each month from 1pm to 3pm at the Sechelt Seniors Centre throughout the year. In 2010 we will not meet during July and August.

There are usually about 6 to 8 attending the monthly meetings, sometimes we do get more. We meet and compare stories and notes.

Sincerely  
Arlene Harmon, Chair

## **PLAY AND POETRY READING**

### **Background**

This activity is thought to have started in March 1994, making it one of the oldest if not the oldest group in the Seniors Centre. The original members had taken an Eldercollege course on English literature given by retired professor Jan de Bruyn who directed the group until he moved to the Okanagan. The participants, who had first met at Capilano College but who migrated to the Seniors Centre because the College became too expensive, then adopted a less-structured, informal approach which is still the current model, the only organizational necessity being the requirement to find plays to read. Playsets are borrowed on inter-library loan from Vancouver Public Library (we borrowed 30 plays in 2009). These are supplemented by the members' own copies of the plays of William Shakespeare or by the modest library that the group maintains at the Centre.

Originally called Reading for Pleasure this description well describes the approach taken by the members.

### **Format**

The format remained as before – Friday 10 am – 12 noon.

### **Attendance**

No data was kept on attendance. Ten people are enrolled in the activity. Attendance probably averaged five.

### **Challenges**

The principal challenge remained as before – ensuring that plays or poetry are available for reading.

### **Revenue**

No records of user-fee revenue were kept. Taking the average participation of five for, say, 48 weeks at \$2 each, revenue raised should have been around \$480.

### **Recommendations**

The activity fills a need for a significant number of members, and has

done for some 15 years. It should be continued.

### **Goals**

Continue to provide a forum for those interested and perhaps attract a limited number of new readers. The ideal number of participants is constrained because of the difficulty of finding enough copies of suitable plays available on loan from Vancouver Public Library or from other libraries that participate in the inter-library loan system.

Peter Gawn, [pgawn@dccnet.com](mailto:pgawn@dccnet.com)

### **QUILTING ACTIVITY GROUP**

Our Activity group's vision is to finish more quilts.

The group functions without a Committee – we all chip in our own ideas and cover our own expenses.

The Quilters meet every Tuesday afternoon and put the world to rights while we sew and relax.

Members vary in attendance but the fun is ongoing and we would welcome more quilters – at any level of expertise.

This year we raised \$360 to \$400 in user fees.

Respectfully submitted,  
Shirley McCaughtrie,  
604-885-2370

### **RADIO GROUP REPORT**

A small group of local licensed radio amateurs continues to meet at the Seniors Centre every Tuesday from 09:00 to 10:00 to test and operate the emergency radio equipment.

The emergency radio equipment is located in the Dr. Farish Room and is

housed in a special locked cabinet on the east wall. This equipment was mostly donated by the Farish family with other items provided by the Sunshine Coast Emergency program.

The group would like to thank the Centre's executive for their continued support.

Robert Leduc, Coordinator.

### **STAMPING AND MORE ACTIVITY**

Stamping and More meets the first and third Tuesday of each month. We have twenty (20) members. We meet for the enjoyment of making paper crafts and rubber stamping. We have volunteered to help with the paper arts at the Fibre Arts weekend last August, donated cards and writer tablets for sale through the Halfmoon Bay Hospital Auxiliary and Sechelt Seniors Centre, proceeds to them. Cards were also donated for cheer and unwell members of the Centre.

We do appreciate the use of the Centre's facilities and say, "Thank You".

Yours Truly, Florence Tait, Chair.

### **TAI CHI ACTIVITY REPORT**

We start in mid September with classes on Monday & Friday and will take a break over Christmas starting again in the New Year. We will continue until mid June at which time we break for the summer.

We average a class size of approximately 10 participants. Since we are a small group tucked away in the craft room we don't have much of a relationship with the much larger groups in the main hall. This is not because we are isolationists but Tai Chi is not for everyone.

Tai Chi is a discipline in which it takes a great while to attain a comfort level. This translates into a large turnover of participants. Many take a few classes and move on to some other form of exercise more to their liking. Those who wish to master this discipline find the challenge extremely rewarding in both health & well-being.

Donald Robb, instructor.

## YOGA

Our weekly Yoga Class is held on a Monday, 9:30 - 11:00 am. Average attendance is 16 - 17 people. The group puts up the tables and chairs for the lunch group.

The user fee is \$4.00 and over the year raised \$2232.00 in revenue. With some promotion/advertising, the attendance would be better.

Chair, Joan Frembd.

## IN MEMORIAM 2009

Muriel MacDonald

Eric Rudland

Manfred Hertz

Charles Dowman

Jim Wilson

Dave Knight

Bert Shaw

John Petula

Fred Prouse

Bill Drury

Marshall Griffiths

Pam Ewens

Jeannie Emery

Harri Weichert (Oct 10)

Al Colby (Nov 2)