

Senior Drop-In Craft & Activity Centre
Wednesday May 9, 2018
1:30 p.m. Board Meeting

1. Welcome & Opening remarks –President Pamela Gaudette called the meeting to order at 1:40 p.m. when a quorum was reached.

Membership as of April 30, 2018 – 323 members.

2. Attendance:

Present: Pamela Gaudette, Lorne Troutman, Mieke Mahood, Kathy Kennedy, Lynn Miller, Pat Wolfe and Cheryll Stott

Regrets – Lynn Murphy

Absent – Larry TerMarsch, Neil Videto and Gary McKee

3. Approval of Agenda –Hearing no additions to the agenda, **Moved by Mieke Mahood, seconded by Lynn Miller the agenda as printed and circulated is accepted. Carried**

4. Approval of April 11, 2018 minutes

Error/Omissions – **Hearing no errors or omissions, Moved, by Cheryll Stott, seconded by Mieke Mahood, the minutes from April 11, 2018 Board meeting is accepted. Carried.**

5. Treasurer's Report

April reconciliation - No Treasurer's report.

Receipt Program Moncion Metro – credit \$63.95

6. Secretary's Report & Correspondence – No activity

7. Review of Action items and Business arising from April 11, 2018 minutes

- **ACTION:** Pat Wolfe will investigate Recreation and Leisure Therapy Program and report back with details. – **Pat reported she was under the impression Cristal Bailey was looking for volunteer hours as a requirement for her term/program and has possibly has completed the required hours by now. If Cristal is looking for a placement for her next term, the placement would require to be approved by the college and monitored. Pat will contact Cristal for further information re-volunteering at the Centre.**
- **ACTION:** Arlene to issue a cheque in the amount of \$200.00 as a donation to the RC55+ games for Larry to approve and forwarded to Mieke Mahood, RC55+ Treasurer. - **Completed**
- **ACTION:** Arlene will draft a letter c/o Jane Saar outlining the Board's approval to provide a meeting space on Wednesday evenings and fee structure. - **Completed**
- **ACTION:** Cheryll will go to the Meridian Credit Union with a copy of these minutes and a letter identifying that she is the current board secretary replacing Lynda Maher. (Further information after calling the bank on the process, once the paper work is initiated, the persons with current signing authority will be required to go to the bank and resign) - **A letter was signed at the Board meeting**

indicating Lynda Maher's resignation and to remove her name as signing officer and to add Cheryl's name as Secretary. Once all paper work has been received by Meridian Credit Union, showing the change of Secretary, they will call for current signing officers and executive to resign as per Meridian Credit Union policy. At this time it was discussed to include the Second VP as signing officer at the bank. It was agreed to remain with the names currently on file, President, 1st VP, Secretary, Treasurer and Past President. However, it was noted if circumstances change, this issue will be revisited.

- ACTION: Arlene will organize and communicate with the catering service and City of Pembroke re-payment, kitchen help and setup/takedown for the volunteer celebration on Friday April 27. **Completed – Great reviews from Fred Blackstein's presentation. The invoice for the lunch was forwarded to the City of Pembroke's Recreation Department for payment. There were mixed reviews on Maven Catering's food selections. For future reference, wraps and buns should be avoided. It was recommended to send a thank you card to Fred Blackstein for his presentation and the City of Pembroke Recreation Department for their financial support. ACTION: Cheryl to send out thank you cards to City of Pembroke's Recreation Department and Fred Blackstein,**
- ACTION: Arlene to advertise looking for volunteers to assist with the BINGO in the newsletter for 3 consecutive months, outlining the required commitment – **Completed –**
- ACTION: Arlene to communicate with Elijah McEown on the events the Centre will offer and submit a budget for the City's portion of the New Horizon Grant, including June's events – **Completed.**
- ACTION: Mieke will facilitate the Centre's Annual Garage Sale volunteers for organizing, setup/takedown. – **on going**
- ACTION: Pat Wolfe and Pam Gaudette will look after advertising in the community for the Garage Sale -**on going**
- ACTION: Arlene to submit a letter of request to the Royal Canadian Legion Br. 72 to book the hall for the Centre's annual Christmas Dinner & Dance as a donation. **Completed**
- ACTION: Arlene to book Landry & Madill for the Christmas Dance if they are available. **Completed - \$400.00 will be their fee**
- ACTION: Lynn Murphy to contact Jason Secord to join her in organizing a yogathon for September. **Completed – Kathy Kennedy reported Lynn Murphy contacted Jason Secord if he would be interested in participating this year. Jason has declined to be a leader. The date for this year's yogathon will be October 13, 2018.**

- ACTION: Gary McKee to adjust the windows when a warmer temperature remains constant – **Outstanding.**
- ACTION: Finance and Advocacy Committee to short list the new name suggestions for the Centre. **Completed**
- ACTION: Board members to indicate who will be attending this tour to Mieke via the office. **Completed**
- ACTION: Arlene to submit to Lynn numbers for the trips and Victoria Tea. **Completed**
- ACTION: Pam Gaudette to submit numbers for the Trivia Night. –**Completed**

8. Old Business

a) **BINGO Country** – There has been one interested person after the announcement in March’s newsletter, however no further interest has been received. Pam indicated there should be a good volunteer base to proceed with this endeavor. The call for volunteers will be identified in the newsletter till August. **ACTION: Arlene to continue to advertise this volunteer opportunity in the newsletter till August 2018.**

b) **City partnership re- Horizon Grant.** The City indicated to proceed with the Cooking class, Drumming, Vintage ice-cream social with having their support. Pam reported she had contacted the group for Drumming and also will bring students from an Eganville School on June 8th who are learning the history and culture. It is a great opportunity for intergenerational learning. Pam also contacted a DJ for the Vintage Ice Cream social on June 15. Songs from the 50s & 60s will be highlighted with videos. Arlene will be canvassing for servers. Cooking with Melody McLaughlin on June 1 is planned, registration is open.

c) **Update on Senior Month activities/programs** – Discussed under City Partnership re-Horizon Grant

d) **Finance and Advocacy** – This committee met and shortlisted the “Name the Centre” down to 5, following their criteria of including “active” and “Pembroke” in the name. The Committee recommended the following name choices for the Board decide from:

- Active Living Centre for 50+
- Active over 50 Centre
- Pembroke’s 50+ Active Living Centre
- Stay Active and Wonderful 50+ Club
- 50+ Activity Centre

After discussion it was agreed upon for “Pembroke’s 50+ Active Living Centre” was the best choice. However it was noted to remove the apostrophe s for the fact that it would seem it has ownership to the City of Pembroke as well as for grammatical continuity. By leaving the “s” off will still give the geographical location of the Centre. **Moved by Kathy Kennedy, seconded by Lynn Miller the Centre adopts the name of “Pembroke 50+ Active Living Centre”. Carried.**

The concern was raised by removing the “s” would it cause an issue with the person who suggested the original name, keeping in mind the contest rules. It was reassured there would be no problem with the person who suggested this name to remove the “’s”. The winner of the 2018-2019 would like to remain anonymous donating the \$20.00 membership back to the Centre.

The issue was raised that the name change would have to come before the Centre’s membership for their input and vote. An announcement will be emailed, noting the AGM date and voting on the name change. Notice will also be on the website and posters in the Centre identifying the above information. There was discussion also on circulating the AGM and name change notice, promotional brochure requesting the recipients to share with one other person, hoping to increase interest, membership and participation in the Centre. **ACTION: Arlene to email and update website with the upcoming AGM notice and Name Change Vote.**

ACTION: Finance and Advocacy Committee to prepare a mailing/email package to our members.

e) **Garage Sale** – Garage sale is set for Friday September 7 starting at 2 p.m. – 6 p.m. and Saturday 8 a.m. – 12 noon. Pam confirmed with Pat Wolfe they will take care of the distribution of the flyers and advertisements; Mieke and group will sort the donations into groupings throughout the summer, beginning in July; Lorne will arrange vehicles for removal of unsold items as well as contacting the second hand store downtown Pembroke – “GOT you in MIND” if she would accept the unsold items as last year. It was again recommended that no large electronic items i.e. air conditioners, large TVs be donated. These oversize items are heavy and awkward for the volunteers to handle. **ACTION: Lorne will contact the owner of “GOT you in MIND” if she would be willing to accept the unsold items.**

9. New Business

a). Kathy Kennedy raised the issue of the hand railing on the right hand side of the inside stairs leading into Victoria Hall is loose. Lorne had previously looked at it and will look at it again, informing Gary McKee of the problem. **ACTION: Lorne will look at the right hand side railing and make the necessary repair.**

10. Committee Reports – Any issues, concerns, updates on programming

a) Programming

- Art & Crafts –
 - There will be 2 Creativity Days in May as one was postponed in April, “Welcome Sign and Paint a pot, Plant a Pot”
- Exercise Programming –
 - Let’s Get-fit-a-Bit continues to average 25 people attending weekly
 - Senior Fitness name has changed to Active Fitness, better to reflect the active exercise and encourage the younger seniors to attend.
- Seminars

- April 27 Volunteer appreciation luncheon with guest speaker Fred Blackstein, presenting the Power of Community. 40 members attended this informative presentation.
- April 18 Essential Oil Seminar presented by Donna Stokell and Corissa Levair 37 members attended
- April 25 – Epicure Cooking presented by Shari Kosowan; 20 members attended
- May 2 – Dr. Rachel Helferty N.D. presenting along with Paula Bashford, from The Alternate Root speaking on holistic nutritionist – 2 members attended
- Other programming
 - Movie Matinee – no one has come forward to take over this activity. Will be advertised in the Newsletter
 - Carpet Bowling – Blake Nowen has indicated he will no longer be available to volunteer to put out the Carpet Bowling Mats. A request is advertised in the newsletter for an individual who would be interested in taking over the task.

b) Renfrew County and District Active Aging Network – RCDANN

- Mieke reported at the last meeting the report from the Active Aging Forum on March 8, 2018 was reviewed. The event was lead by HC Link and the Healthy Communities Coalition hosted by RCDANN. The attendance was split evenly, 50% professionals and 50 % communities, senior Centres &/or senior groups. Participants worked in groups identifying opportunities and answering the question “What ‘vision’ do you have for Active Aging in Renfrew County and District”. The final report identified:
 - Active transportation routes
 - Buildings, spaces and places that people can be active
 - Communication among professionals
 - Promotion about services
 - Programs for active aging
 - Make it easier to join programs (ex: low or no-cost, location)

As a result of this report RCDANN is looking at forming sub-committees to choose possible next steps and create a plan for action. Mieke extended the invitation to board members or if they know of someone who would be interested to sit on these sub-committees. Individuals do not have to be on the RCDANN Committee to participate. Interested individuals could contact either Mieke, the Renfrew County Health Unit or email rquatham@redhu.com. Mieke will continue to sit on this committee but not on any sub-committees.

- Mieke also reported she will be attending a Heart Wise Exercise training program on June 27, 2018 in Barry’s Bay. Mieke extended an invitation to anyone who would like to participate. With qualified trainers, the Centre may be classified as a Heart Wise Exercise Centre. Mieke identified

the Champlainhealthline.ca as a good resource for active programming in the area, especially Exercises for Seniors. There was a discussion in offering Zumba Gold again, as there was an interest verbalized. In a communiqué with the City Rec. Dept., Zumba Gold was approved to be subsidized as an event under their New Horizon Grant for Seniors. Arlene will check with a Zumba instructor for further information and availability. With the reduced weeks till the summer break, the fall is the earliest time frame to ensure participation. Arlene will also check to see if this activity would still qualify with the City's New Horizon Grant given the date to offer this at the Centre. The Centre did offer Zumba Gold with Jen Robinson, after a demonstration seminar funded under the Centre's New Horizon Grant for Seniors funds in 2008. The Federal Government has recently announced the Call for Proposals for the New Horizons for Senior Program for 2018-2019. Deadline for applications is June 15th, 2018. **ACTION: Arlene to contact Zumba instructor for information and availability; contact the City if this demonstration would still be covered considering the date of September/October 2018.**

c) Renfrew County 55+ Games - Mieke Mahood

- Games will be played throughout May at different locations around Renfrew County. Registration remains open for any games/events scheduled after May 18th. The registration numbers for the games are down, but increased participation in more than one event has increased. The Annual General Meeting will take place on June 14th in Arnprior at 3 p.m., followed by a banquet. The banquet had been discontinued for the last several years, but the Renfrew County 55+ Games committee wanted to try and reestablish it. On a trial basis, the Committee also decided to move the AGM to different locations in Renfrew County hoping for increased participation and interest. Mieke also announced her tenure is up on this committee as of June 14th. Anyone interested to sit on this committee is welcomed.

d) **Property** – Kathy Kennedy brought up the issue of the hand railing going up the inside stairs from the Victoria Hall entrance is loose. It was identified that there is an empty wall space behind the wall and there is nothing to secure the railing. Since Lorne has looked at it before, he will let Gary know and look at it again. Gary McKee still has not looked at the windows to readjust them as per April's minutes. This action item is still open. The new "all fridge" has been delivered and installed. The old fridge is for sale \$200.00 o.b.o. There has been some interest to purchase. **ACTION: Lorne will look at the right hand side railing and make the necessary repair.**

e) **Trip update** - Arlene reported in progress.

11. Other – Meeting adjourned at 3:32 p.m.

12. Next meeting TBD AGM – tentatively June 13, 2018 at 11 a.m.

ACTION items:

ACTION: Pat Wolfe will contact Cristal for further information re-volunteering at the Centre. Pat will make arrangements if an interview is warranted.

ACTION: Cheryll Stott will go to the Meridian Credit Union with a copy of April's minutes and a letter identifying that she is the current board secretary replacing Lynda Maher.

ACTION: Current signing officers and executive - once all paper work has been received by Meridian Credit Union, showing the change of Secretary, they will call for the current signing officers and executive to re-sign as per Meridian Credit Union policy.

ACTION: Cheryll Stott to send out thank you cards to City of Pembroke's Recreation Department, Fred Blackstein, the presenters of the seminars; Corriisa Levair and Donna Stokell (essential oils), Shari Kosowan – Epicure; Rachel Helferty – Naturopathic – Lavelle Centre and Paula Bashford – The Alternate Root – Lavelle Centre

ACTION: Mieke Mahood will facilitate the Centre's Annual Garage Sale volunteers for organizing, setup/takedown. – **on going**

ACTION: Pat Wolfe and Pam Gaudette will look after advertising in the community for the Garage Sale. - **on going**

ACTION: Lorne Troutman will arrange vehicles for removing the unsold items. Lorne will contact the owner of "GOT you in MIND" if she would accept these items.

ACTION: Gary McKee to adjust the windows when a warmer temperature remains constant – **Outstanding.**

ACTION: Arlene Ling to continue to advertise this volunteer opportunity (formerly BINGO Country) in the newsletter till August 2018.

ACTION: Arlene Ling to email and update website with the upcoming AGM notice and Name Change Vote to the membership.

ACTION: Arlene Ling to contact a Zumba instructor for information and availability;

Contact the City if this demonstration would still be covered considering the date of September/October 2018.

ACTION: Lorne Troutman will look at the right hand side railing and make the necessary repair.