

CENTURY HOUSE ASSOCIATION
Minutes Chairs Meeting
Wednesday, 5 February 2020 - Spruce Room

PRESENT

EXECUTIVE:

President: Frances Blake
 2nd VP: Joy St. John
 Treasurer: Betty Young
 Regrets: 1st VP: Sandra Keayes

Past President: Carole Wylie
 3rd VP: Rita Solkin
 Secretary/Minutes: Anne Ladouceur

ACTIVITY GROUPS:

Fitness & Fun – Barb Merrett
 Bid Euchre – Lois Reid
 CH Singers – Shirley Bakker
 Conversational French – Pauline Joyce
 Pickleball – Patti Jackson
 Low Vision – Barb Gordon
 Book Club – Cecile Wood
 Seniors Gay Straight Alliance – A. Ladouceur*

Quilting – Barry Latimer
 Thursday AM Ukulele – Shirley Miller
 Mahjong – Luna M. Acedillo
 SPC & Vol. Visitors – Christine Mottershead
 CH Dragon Boaters – Bev Bickert
 Walking Club - Ann MacInnes
 English Conversation – Anne Ladouceur*

OTHER: Tim Hicks, Century House website

STAFF:

Jay Young - Manager, Recreation Services
 Liz Twaites – Volunteer Coordinator
 Shelly Schnee – Recreation Programmer
 Kevin McKay – Recreation Programmer

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| <p>1. Call to Order at 10AM & Welcome by Frances Blake
 Frances introduced the new Executive members Rita Solkin and Anne Ladouceur as well as Jay Young, Manager.</p> |
| <p>2. Adoption of the Agenda
 Moved by Barbara Merritt / Seconded by Barb Gordon CARRIED</p> |
| <p>3. Adoption of the Minutes of the 4 December 2019 CHA Chairs Meeting
 (posted on the bulletin board and on www.centuryhouseassociation.com)
 Moved by Bev Bickert / Seconded by Christine Mottershead CARRIED</p> |
| <p>4. Treasurer’s Report – Betty Young
 i) Year End Report: Betty meeting accountant Thursday 6 February –Report should be completed and signed off by the next Chairs meeting
 Treasurer’s Report as at January 31, 2020
 Income for the month 2,409.78
 Expense for the month: (3,779.02)
 Net Loss for the month (1,369.24)
 ii) 2020 Budget - Treasurer awaiting budget numbers from a few activity groups / Expect to have the 2020 Budget available at the next Chairs meeting.
 iii) Subscription to Online QuickBooks: The Executive has approved spending up to \$420 annually for a subscription to online QuickBooks for the treasurer. Currently only have on QuickBooks program on a desktop. Online subscription will allow more flexibility and efficiency.</p> |

5. **Executive Committee Report:**

Motions adopted at 21 January 2020 Executive Meeting pending approval by the CH Chairs Meeting

a) **CHA Website:** Moved by Betty Young, Seconded by Shirley Miller:

That the CHA approves the spending of up to \$680.00 for the upgrade and renewal of the CHA website contract for a period of 3 years.

Tim Hicks explained that a one-year renewal would cost more. Motion **CARRIED**
680.00 moved Betty / new price includes everything / seconded Shirley Miller A

b) **Apple products for SET:** Moved by Carole Wylie / Seconded by Barb Gordon

That the CHA approves moving the balance remaining in the Meet-in-the-Middle account (up to \$3,209.04) for the purchase of Apple products to be used by SET Trainers to help CH members.

Joy St. John explained that the city does not buy Apple products – motion is to supplement what the city supports – money coming from Meet-in-the-Middle’s technology pod budget.

Motion **CARRIED**

c) **Volunteer Recognition Day:** Moved by Carole Wylie / Seconded by Christine Mottershead

That the CHA approves spending up to \$5,000 for the Volunteer Recognition lunch to be held on 9 June 2020. Motion **CARRIED**

Liz Twaites explained that a survey would be distributed to volunteers to get their feedback about volunteer recognition. Copies of a draft survey had been distributed to each attendee at today’s meeting. Members suggested a couple of additional questions, including asking if respondent would prefer another event or another form of recognition. Liz will update the questions. and will make the survey available to the chairs for distribution to their volunteers as well as email it to everyone on her volunteers list (over 400 people).

Executive Updates

Current Executive:

January 2019	
President	Frances Blake
1stVP	Saundra Keayes
2ndVP	Joy St. John
3rdVP	Rita Solkin
Treasurer	Betty Young
Secretary	Anne Ladouceur
Past President	Carole Wylie

Frances Blake:

- Executive is working on guidelines on use of legacies the Century House Association received – 2 received in 2019 (Palm and Highet). Members need to be made aware that if leaving a legacy to make sure to indicate that it is for Century House Association because **if the legacy is for Century House (without specifying Association) it will go to the City of NW, Parks & Recreation.**

- CH Thrift Sale is on Saturday 25 April.

Anne Ladouceur:

- Going forward the chairs meeting minutes will list the activity groups and the name of the representative attending the meeting.
- The activity group stats will be attached to the minutes.
- Agendas and Minutes will be sent via email to all Chairs for whom Anne has an email

address. The Minutes will still be posted on the bulletin board and on the CHA website. They will further be emailed to newsletter subscribers. Eventually all chairs will receive the meeting agendas via email prior to the meeting (hard copies will still be available)

Carole Wylie:

- The Bernie Legge Theatre in Queen's Park is now available for performances. Requests are to come from the CHA Executive so any CH group wanting to take advantage of this new opportunity should work through the Executive.

- Group elections: all groups need to renew, refresh, recruit an executive in March or April. If a group does not have a chair, it can no longer exist as a CH activity group. Any group having difficulty recruiting a chair should contact their executive member liaison. Some groups may also have a Vice-Chair, Co-chairs, a Secretary, an assistant VP, etc. All must have a chair and if they handle any money, a treasurer. Our treasurer, Betty Young, is always happy work with a group treasurer on how handle money.

The Nomination forms are currently being revised and will soon be distributed.

Betty: financial activity info distributed and asking everyone to chair their activity report to make sure recorded correctly

Joy St. John:

- The Arts Council of NW has hired a coordinator, Olivia Davies, for its new Seniors Expressions Through the Arts. The group meets twice a month with the next meeting scheduled for next week.

BREAK w/ Coffee & Conversation –10:40 to 10:50

6. **Activity Group Reports (January activity stats will be attached to March meeting agenda)**

Quilters: Barry attending as chair is ill. The group has a new member.

Bid euchre: also has a new member

Ukulele: learning Buddy Holly songs with plans to hold a concert at CH eventually.

Singers: Xmas sing-out at Queens's Park. The group, sadly, lost a member.

Mahjong: had its largest attendance ever in January.

Seniors Peer Counselling/Volunteer Visitors: SPC volunteers have been taking a course in Advanced Care Planning that will end next Wednesday.

Conversational French: Name change from previous DYI French and now have a beginner group that meets 9-10 Friday mornings / conversation group follows from 10 to 11.

Pickleball: the difference between CH and other venues offering pickleball is that while the CH space is limited, there is no fee to play. Because it can be challenging to have brand new players on the court along with skilled players, beginner players can practice for 6 Sundays, starting 9 February from 2 to 3:30. CH members wanting to learn should sign up at the front desk. The sun shining through at certain times is still negatively impacting play.

CH Dragons: looking for new members. Will be on the water on 4 March, weather permitting, thank you to City of NW for \$3,100 grant received – helps with registration fees regattas. First regatta at Rocky Point in Port Moody on 18 April.

Low Vision: seniors advocate, Isabel Mackenzie, the groups January meeting which was attended by group members, spouses, peer counselling volunteers and CH staff. Those attending brought up issues re daily living in NW such as how emergency room staff often label a person with low vision or hearing impairment as cognitive deficient. The CH Low Vision group is on the 211 list (211 is a directory of services / 811 lists medical advice sources).

Friday walking group: had to change schedule and organize alternative walks 3 times due to heavy rain. 24 people, including former members, attended lunch at

Taverna Greca.

Book Club: limited to 10 members as library only gives 10 copies of books. Read Burial Rites in December and The Dinners in January.

Golden Theatre: Next performance 28-29-30 May. A Thursday evening performance has been added to the Friday evening and Saturday matinee. The program will feature 2 comedies this time.

Badminton: looking for new members

SET (Seniors Embracing Technology): BYOD a success. Upcoming workshops include more on iPhone and iCloud storage. Still looking for volunteers for peer mentoring/training. Anyone interested can sign-up at the front desk. Not necessary to be a trekkie. Anyone wanting one-on-one help, should also sign-up at the front desk. They will then be contacted by a volunteer trainer.

ATTENTION ALL GROUPS from the Laundry committee: If you use the tablecloths for unscheduled events not posted in the Clarion, please advise the front desk so that a laundry run can be organized in a timely manner. In a recent incident, volunteers discovered, on the eve of an event, that the tablecloths had been used.

7. **Staff Reports:**

Jay Young– introduced himself and explained that he had worked at CH previously and that he, along with Shelly Schnee had been involved in the youth center project/ Happy to be back at CH after a 10-year absence. A new supervisory position has been created to oversee Century House on a daily basis. That person has been hired and will be starting soon. She will report to the manager and will attend the next chairs meeting. Staff office assignments will be changing: Jacklyn (new supervisor) will be in what is now Shelly's office; Shelly and Liz will share an office while Kevin will share space with SPC.

Shelly Schnee: Participants in the current LEADS program will be conducting workshop on Mondays starting 24 February through March. Schedule distributed to chairs attending today's meeting. It will also be posted at CH and sent to Tim for the website. Inspiration Day will Inspiration Day is being held at CH on Sat 22 Feb from 1-3:30PM. Flyer distributed at today's meeting and will be posted at CH and on website.

Kevin McKay: snowshoeing trip coming up / Team Trivia scheduled for April 1st – no foolin' - and will be inviting other centers to participate.

Liz Twaites: Thank you to those who took down Xmas decoration / looking to form a decorating team for seasonal decorating of CH - if interested in participating on that committee, see Liz. Family Day looking for volunteers for Anvil Center. Thank you to CH table volunteers for the Volunteer Fair at Royal City Mall On 25 January / Looking for Thrift Sale volunteers / Income Tax Clinic by appointment in March and April / New volunteers have started in the kitchen and on Connection Café cash.

8. **Inspirational Quote:** Frances Blake

Success is a journey, not a destination. The doing is often more important than the outcome.

Attendance prizes draw.

9. **Adjournment** Moved by Carole Wylie, seconded by Anne Ladouceur.

Meeting adjourned 11:35am.