

The Kanata Seniors Council Inc.
Board Meeting – 20 August 2010
Minutes

Attendance:

Directors: Ed Gurgurewicz (Act Pres), Liz Tucker (Treas), Renate Harder (ML),
Ralph Boone (ML), Jeet Wadehra, Jane Grant, Kay Dubie, Joan Sibley

Associates: Peter van Boeschoten, Janet Baigent, Karin Flaten, Bonnie St Amour

Regrets: Eric Forgrave (Past Pres), Gaile Williamson (CorpSec), Heather Luneburg, Carol Diguer,
Marie Elmsley, Marlene Gagnon, Kate Gray, Gail Beaven, Suzanne Mondoux, Andrea
Lavigne, Jennifer Meeks, Tracey Dixon, Carolina Almendrades,

Guests: John Kern, John Williamson, Bill Robertson, Lenna Gore, Anne Marie O'Dale, Klaus
Harder

Item	Action
I Introductory Remarks The Acting President welcomed everyone to the meeting and thanked them for their punctuality.	
II Review of 16 July 2010 Minutes Coffee Shoppe Report (Page 1, Item 3 under reports.) Renate advised that she would need to purchase more cutlery and dishes in order to have sufficient on hand to "serve 150 people". It was moved by Jane and seconded by Ralph that the minutes, as amended, be approved.	
III Reports	
1 <u>WOCRC Report</u> – Carol Diguer <ul style="list-style-type: none">• As Carol had called in her regrets Ed read her submission.• Diners Club on the 18th was great. The craft group was there and the clients enjoyed the shopping.• Diners Club will resume on a regular basis on September 8th with a welcome-back chat.• Renovations for the 4th floor have begun at MacNeil Court.	INFO
2 <u>Residences</u> Reports received are attached to these minutes.	INFO
3 <u>Coffee Shoppe/Kitchen</u> – Renate <ul style="list-style-type: none">• We now have 4 cooks rather than the previous staffing of just one. With 4 cooks we are able to provide a great variety of meals.• Clientele response forms are on the Web and will also be available in Coffee Shoppe in Sept.• Need to purchase a good food processor• Gift Certificates will be available in Sept. (John K. offered to prepare Certificate) <p>Catering following events:</p> <ul style="list-style-type: none">• Aug. 24 – members of Tennis Club• Sept. 8 – Coffee Shoppe Meeting• Sept. 13 -- AGM• Sept 17 -- Expo 55	INFO

- Sept 25 -- Lunch & Movie

4 **City of Ottawa – Kanata Seniors Centre - Notices/Updates-August 20, 2010 -- Janet**

INFO

Other Agencies/City of Ottawa:

1. Motion to Transit re: One ticket one ride for seniors 65 plus – Please support and attend on Monday, August 30, Champlain Room, City Hall 9:30am, jeanmcq@magma.ca
2. Carleton University – Learning in Retirement fall program now open for registration
3. Municipal Elections – October 25, 2010. Information on bulletin board
4. Parks & Rec. – Try It Campaign – try a sample fitness class at a variety of our centres in the month of September (including here). See bulletin board for details.
5. Ottawa Hand in Hand - Recreation and Culture Fee Support program provides assistance to help with cost of registration/membership fees. Please see the facility you wish to use for guidelines

City of Ottawa-Kanata Seniors Centre

- a. **Outdoor Games** – wrap up for summer –evaluate for next year, might be better to have a planned indoor activity with heat/humidity
- b. **AODA Training** – Coffee Shoppe volunteers are last to be done, working with Renate to complete this group. Janet attending meeting
- c. **Bridge** – file is attached as per the response I got from my emails to seniors centres and seniors residences. Any new data will be added to the spreadsheet. Overflow still being managed by using the Games Room
- d. **Fall Programs** – still room in programs, introduced new chair-exercise time slot to manage demand, new Wii fitness course being launched, other centres are offering seniors courses to meet demand in community, please check out the Recreation Guide
- e. **Fall Activities** – launching a book club with assistance from library; all activities back this month, duplicate bridge back to Saturdays
 - a. Shuffleboard numbers decreasing , looking at this activity
- f. **Fall Open House** – Friday, September 10 –council is on board to work this event , floor plan now done – finishing up with organizing workers for pancake breakfast. Janet noted that she has seen to the advertising in regard to the Council-sponsored free pancake breakfast (paid for by Council funds given to her for event).
- g. **Special Events**
 - a. Chicken with a Crust Cook Off – Thursday, September 16, 11-1:30pm. 14 residences competing, judges booked - Cathy Jordan (WOCRC), Blair Edwards (Kanata Courier) and Clifford Lyness (Brookstreet Hotel). Will have great entertainment - registration now open
 - b. September Lunch and Movie – Saturday, September 25 – 11:45 to 2:45pm, couple of spots left.
 - c. No event for October
- h. **Expo 55** – City/Centre will have table to promote recreation services available
- i. **10th Anniversary Celebration** – meeting next week to begin plans. Board members who will be assisting Janet are Jane Grant, Liz Tucker and Ed Gurgurewicz.
- j. **Furniture acquisition** – on hold, lobby display case getting quote
- k. **Speaker ideas** – please forward ideas to Janet

The Advisory Committee met and material covered is captured in this report.

In response to a query from Ed, Janet advised that the different seniors centres are not harmonized – need membership for each. 3 free visits are allowed at the present time.

- 5 Ottawa Seniors Advisory Committee -- Peter INFO
- Seniors OC Transpo fare reduction to 1 ticket=1 senior=1 ride
 - Proposal to reduced rural Para Transpo fares
 - Still working on the Ottawa Older Adult Plan
 - Receive presentations on 1 September on Seniors Housing and Domiciliary Hostels

- 6 Travel – Ralph INFO
- Featured trips in September are:

- First Evening Slots Trip on Tuesday, September 14. This will give you an evening out and let you sample the famous Slots Buffet – SOLD OUT – Wait List only.
- 1000 Island Boat Cruise with lunch on Thursday, September 23

Also offering the following trips for the balance of 2010:

- Slots trip on Saturday, October 23
- Trip to Ron Irving Greenberg Theatre to see a performance of the Telling of the Vimy Story on November 14 – Sold Out – Wait List only
- Slots trip on Friday, November 19
- Canadian Showcase Chorus performance on Sunday, November 21
- Christmas Lights and Dinner Trip to Upper Canada Village on Sunday Dec 5
- Possible trip to the Salvation Army Concert on Sunday December 12
- Area Christmas Lights trip on Thursday, December 30

Trips are selling quickly so book now to ensure you get a seat.

Please check the Council's website at: www.kanataseniors.ca for more details on these exciting trips.

Janet suggested Travel check out Papanack Zoo and Ferme Rouge for potential travel club trips.

John K noted that the Travel Team was working on a “Presentation” for Seniors’ Residences.

- 7 Membership -- Jeet INFO
- 677 active members
 16 associate
 8 honorary life
 121 life members
 32 inactive
 854 -- total membership
 (39 on deceased list)

John K suggested that the various memberships be “rolled into one”. Peter noted that “free” Council membership had in fact done this.

Jane queried as to when a new member receives their membership card – John K advised that completed application form should be placed into the Council's mail box and on entry into computer, a card will be printed.

- 8 Finance -- Liz INFO
Liz made available Budget Figures for 2010 as well as report on Revenue received and Expenses disbursed as of August 19, 2010.
- 9 Computers – Ed for Steve Courtney INFO
- Providing Wi-Fi access for ISC Members – A new Wireless router has been installed in a new location to provide wireless internet coverage in the KSC council rooms from the boardroom through the lounge and coffee Shoppe and Hall C. A Guest login and password has been assigned for KSC members and a separate internet and LAN access login and password for KSC council designated staff. A wireless user policy has been generated as well as an easy to setup wireless handout for members in hard copy and on the KSC web site. Additional color flyers have been produced and are available at the front desk and notice boards. Front Desk staff has been trained in the issuing of passwords and signup sheets.
 - Still looking into creating some seminars in the fall on subjects like “buying a laptop, basic home maintenance to keep your computer healthy. Mobile computing etc. Additional ideas being collected from Team.
 - Cleaning of internal cooling fans’ of public computers were completed
 - Preliminary work started into requirements for new KSC website. Looking for easy navigability.
 - Computer section prepared for KSC fall newsletter – will provide hints and tips for readers.
 - Computer team will have its own table at open house.
- 10 Council Website – Ed INFO
- Our Webmaster has been very busy over past month – he made a least 18 entries and modifications to the website.
 - The site currently consists of:
 - 54 web pages in the 6 major categories listed on the home page
 - 199 PDF files
 - 515 images (178 Centre and Travel pictures & 337 camera club pictures)
 - Our Webmaster has installed a Google analytics feature that reports on how our website is being used. And for the period (July 30 – August 16) there have been
 - 435 visits
 - 2821 page views
 - 171 unique visitors (266 returning visitors)
 - 13 different referrers (direct, Google, Yahoo , Bing)
 - 11 pages per visit for those entering via a search engine
 - the top pages viewed were:
 - Kanata Seniors Council Home Page
 - Kanata Seniors’ Centre
 - Kanata Seniors Council – Who We Are

- Photo Gallery – Kanata Seniors Centre
- Activities at the Kanata Seniors' Centre
- Helpful Links for Seniors

Members applauded to express their gratitude to Bill for all his hard work and help given to individuals and the Council.

- | | | |
|----|--|------|
| 11 | <u>Newsletter</u> – Ed for Gaile
September newsletter was prepared and handed in to Janet August 18.
Deadline for next newsletter is September 17 -- this is the last newsletter that Gaile will be preparing. Alan Wilson, our new editor, will be now assuming responsibility. | INFO |
| 12 | <u>Outreach and Advocacy</u> – Ed
No volunteers have approached the Council to fulfill this important mandate | OPEN |
| 13 | <u>Craft Group</u> – Kay
The Group has had a couple of sales in the last month. The sale at the Royalton Residence was not too successful as it was set up well away from all the other activities and people did not know we were there. | INFO |

Sale at the August Diner's Club Lunch was a great success. Many thanks to WOCRC for inviting us.

Now preparing for the Open House sale in Sept.

IV **Old business**

- | | | |
|---|--|------|
| 1 | <u>Annual General Meeting, Sept. 13 – Progress Report</u> -- Ed
<ul style="list-style-type: none"> • Notice of the AGM has been placed in the local papers and posted on the Bulletin Boards. Our telephone committee is presently calling all members to advise them of the AGM and to ensure our membership data is accurate. • Nomination forms have been made available. At least 5 people have shown interest in running for Board positions. Following discussion with respect to setting a deadline for receiving nominations, | OPEN |
|---|--|------|

It was moved by Renate and seconded by Liz that the deadline for receiving nominations would be 4:00 p.m. on September 1; no nominations will be received from the floor. Carried.

The intentions of the present board are as follows:

- Ralph and Jeet are ending their term and have decided to run again.
- Eric and Gaile are ending their term and will not run again.
- Jane, Joan, Liz, Kay, Renate and Ed are in mid-term and have decided to stay on.

Following discussion on the number of directors to form new Board,
It was moved by Kay and seconded by Jane that the Board recommend to the Council membership, for a vote, that the number of directors be set at 15. Carried.

Other AGM related activities are progressing as planned.

- 2 Seniors' Games – Kay OPEN
A meeting was held and a package has been prepared for sending to the Senior Residences. Will be meeting with the Residences on August 31.
- 3 Retirement Living Fair, September 19 – John W. OPEN
 - Moving ahead with paid advertising programs.
 - 16 applicants so far – needs to be confirmed.
 - Asking high schools for student volunteers.
 - Looking to Coffee Shoppe for refreshments.
- 4 Frank Valentine Award OPEN
 - One nomination has been received to date.
 - Deadline for nominations is August 27
 - Ed requested Joan to place information re award on Website.

V **New Business**

- 1 Redesign of Council Logo OPEN
Following a discussion with respect to a modification/redesign of our present logo as part of the Council's and the Centre's 10th Anniversary Co-Celebration which will occur in December,
It was moved by Jane and seconded by Kay that it would be appropriate to look at modifying/redesigning the present Council logo.
Carried.
- 2 Police Reference Checks (PRC) CLOSED
Peter had raised issue with respect to the status of PRCs for community associations. Janet reported that the City's PRC policy for community associations using City facilities has not yet been finalised. Therefore the City is not requiring community associations to have PRCs done for the community association's volunteer staff. However, the City of Ottawa is strongly encouraging community associations to maintain PRCs for its volunteers/staff. Janet reported that all city volunteers are required to have a PRC and in the 10 years of volunteer staff recruitment she can remember that only 2 people refused to have a PRC done. Following discussion,

It was moved by Kay and seconded by Renate that all new Council volunteers be required to have police reference checks; it will not be a requirement for existing volunteers. Carried.

Kay volunteered to be responsible for this in her capacity as Volunteer Coordinator.
- 3 Revival of Ages and Stages OPEN
If you are an aspiring actor/actress or wish to be a 'groupie', contact Dee Campbell through the Front Desk for an interview.

VI **Other Business**

- 1 With respect to recently published articles in the EMC and Kanata Kourier, Ed advised that some of the information, dates and times for a few events were incorrectly reported. It was decided not to request the publishers to provide corrections as these events were too far in the future for people to use as

references; as well, notices and posters will be distributed closer to event time and these will have correct information.

- 2 Coloured nametags were distributed to all Council directors who will now be readily identifiable and can provide assistance to all members as required.

VII **Next Meeting**

Friday, September 24 at 9:00 a.m. in the Program Room at the Kanata Seniors Centre.

Note: Meeting will take place on 4th Friday of month so as to avoid conflict with Expo 55.

VIII **Adjournment:** 11:50 a.m.

ATTACHMENT 1

Reports from Seniors' Residences

Specialty-Care Granite Ridge – Heather Luneburg

List of upcoming events for September 2010:

- Monday, September 6th at 2:30 Music with Suz-Anne and Jean Guy in the Multipurpose Room
- Tuesday, September 7th at 2:30 Starry Nights with Steve Malcolm in the Multipurpose Room
- Friday, September 10th at 2:30 Birthday Party with Luc Carriere in the Multipurpose Room
- Thursday, September 16th 10-3 Smart Care Clothing (they sell clothing fashions for Seniors) Multipurpose Room
- Thursday, September 30th at 2:30 Octoberfest in the MP room

Chartwell Kanata Retirement Residence – Bonnie St. Amour

- **Every Wednesday** at 9:30 a.m., our residents enjoy a group walk. We would love to have anyone interested to join them on their walk. Please give us a call if you are interested in joining our Walking Club
- Thursday, September 23rd, 2 – 4 p.m., Fall Tea and Craft Sale. Enjoy the music of our Harpist, have a cup of tea in our tea room, buy an early Christmas gift for someone special. Donations will be accepted to raise funds for Osteoporosis Canada.
- Respite/Convalescence/Guest Stays: Available at \$55/day. For more details and availability, please call Bonnie – 613-591-8939.

ATTACHMENT 2**Bridge Programs in Kanata/Goulbourn Area**

Type	Location	Day	Time	Cost	Refreshments	Capacity	Bring Partner
Open	Kanata Seniors Centre	Mondays	12:45-3:45pm	membership to Centre \$24/year	Coffee Shoppe open to purchase	60 people	no
Bridge Lessons	Kanata Seniors Centre	Tuesdays	8:45 - 11:45am	membership to Centre \$24/year	Coffee Shoppe open to purchase	60 people	no
Duplicate Bridge	Kanata Seniors Centre	Saturdays	12:30 - 3:30pm	membership to Centre \$24/year		48 people	no
Open/Lessons	Kanata Empress	Wednesdays	1-3:30pm	none	provided by Empress		no
Duplicate Bridge	Churchill Seniors Centre	Mondays	9:30-12pm	drop in fee		28 people	no
Bridge Lessons	Churchill Seniors Centre	Wednesdays	12-2pm	program registration fee		12 people	no
Progressive Contract Bridge	Churchill Seniors Centre	Wednesdays	12-3pm	drop in fee		72 people	no
Duplicate Bridge	Nepean Seniors Recreation Centre	Wednesdays	6:30 - 9:30 pm	Membership plus \$1.50 drop-in fee	coffee/tea & cookies included	72 people	yes
Duplicate Bridge	Nepean Seniors Recreation Centre	Thursday	1 - 4 pm	Membership plus \$1.50 drop-in fee	coffee/tea & cookies included	80 people	yes
Duplicate Bridge	Nepean Seniors Recreation Centre	Friday	1 - 4 pm	Membership plus \$1.50 drop-in fee	coffee/tea & cookies included	80 people	yes
Duplicate Bridge	Nepean Seniors Recreation Centre	Sunday	12:30 - 3:30 pm	Membership plus \$1.50 drop-in fee	coffee/tea & cookies included	72 people	yes
Contract Bridge	Nepean Seniors Recreation Centre	Wednesdays	1 - 3:30 pm	Membership plus \$1.50 drop-in fee	coffee/tea & cookies included	72 people	yes
Fun Bridge	Nepean Seniors Recreation Centre	Fridays	1 - 3:30 pm	Membership plus \$1.50 drop-in fee	coffee/tea & cookies included	72 people	no
Progressive Contract Bridge	Heron Seniors Centre	Thursdays	1-4pm	none	for a fee	28 people	?
Bridge Lessons Beginner	Heron Seniors Centre	Thursdays	mornings	program registration fee			
Bridge Lessons	Heron Seniors Centre	Thursdays	afternoons	program registration fee			