



SENIORS' CENTRE MONTHLY COLLABORATION MEETING APR 6 2016 2-3PM

PARTICIPANTS: Herbert V., Mike S. Donald B., Rick B., Julie M., Ray M, Michelle W., Sharon T. Maureen G. Harald S.,

ABSENT: Shannon G, Tim H

GUEST:ROSELLA

RECORDER: Michelle

STATEMENT OF PURPOSE: A monthly check-in on our agreed deliverables and to share information so all Seniors Centre patrons and staff have a clear understanding of DOS and SC Society priorities.

AGENDA: (PRIORITIZED)

ITEM	REQUIRED OUTCOME / ACTION	PREPARATION Time NEEDED	BROUGHT FORWARD BY:
Financial Assistance Program	Rosella - Information Sharing	15min	Society
Lawn Bowling update	Update from Bob Smith via email	5 min	Society
Destination trips and ride sharing	Update on ride sharing trip- first trip cancelled due to low interest.		M Watson
Holiday Hours			M Watson
Seniors Centre Utilization Project Team	Update and request for an additional Board member to sit on Project Team		M Watson
Kitchen Use Guidelines	Social committee approved		Society
Programs Updates	Seniors Housing and Support Grant completed. Mar theme lunch had 33 people Membership Census-276 members Arthritis Presentation-25 people registered		M Watson
Maintenance Update	Dishwasher/dishpit is fixed		M Watson
Review Last Meeting's Actions	Reviewed last month's Actions, update any not completed by target dates	Estimated 5 minutes	Facilitator
Wrap-up	Outcomes/decisions reviewed	None	Facilitator

	Action items - assigned responsibilities; set delivery dates; confirm next month's meeting date & time		
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LAST MEETING'S ACTION ITEMS:

By Whom	What	By When	Update
MW	Book trip to West Van	Jan 31	Postponed until end of March
Society	To discuss potential stakeholder groups for Senior's Centre utilization project and provide thoughts to Michelle	Feb 12th	
MW	Plan and promote a trip of Van Dusen Gardens. Trip will begin and end at the Gardens	Apr 15th	Trip cancelled
MW	Send Sharon link to DOS project page	Mar 4	complete
TH	To provide next steps to get lawn bowling green operational for this year	Mar 31	
Society	Forward Kitchen Guidelines to Social Committee	Mar 9th	Guidelines approved
MW	Forward financial access information to S Tait.	Mar 7th	complete

MEETING OUTCOMES/ DECISIONS:

Who	What
All	Will trip another ride share trip to Van Dusen with increased marketing. HV to provide date.
Society	Holiday hours-Recommendation to open to Dec 23 rd . Closed Dec 24 th to Jan 1 st and reopen on Jan 2 nd .
Sharon Tait	Sharon will also sit on the SC utilization project team
Society	Kitchen Use Guidelines approved

NEW ACTION ITEMS:

By Whom	What	By When	Update
HV	To write a summary of notes regarding financial access and send to MW/RB to check for accuracy before emailing out to members	Apr 20th	
MW	Forward lawn bowling questions to Tim/Bob and connect Donald with Sue Virgint	April 14th	Email sent
HV	Forward new date for Van Dusen Ride share trip	Apr 20th	
MW	Compile the list of questions sent to WV Community Manager	Apr 8th	
MW	Send Project page link to ST once it is live	tbd	
MW	Test run DVD photos	Apr 8th	