

Kanata Seniors Council Inc.
Minutes of Annual General Meeting - June 17, 2019.

Present: Liz Tucker, Ken Major, John Kern, Sarah Trant, John Williamson, Janet Kaplan, Frank Boisvenue, Dagmar Van Beselaere, Jeet Wadehra; representing the City - Janet Baigent and Maureen Moynahan, and members of the Kanata Seniors Council.

Welcome and Call to Order:

Vice-President and Chair Ken Major called the meeting to order at 11:05 am and welcomed members and guests. He then introduced the recording secretary Margaret Burman and asked if there was a quorum present. The secretary declared that there was.

Introduction of special guests:

The Chair welcomed Janet Baigent and Maureen Moynahan of the Kanata Seniors Centre. Janet Baigent was asked to say a few words.

Approval of minutes of 2018 AGM:

Frank Boisvenue moved that the minutes of the 2018 annual general meeting be accepted; seconded by Nina Milaknas. CARRIED.

Matters arising from the 2018 minutes:

The Chair advised that at the 2018 AGM the members dispensed with the appointment of a public accountant and directed the 2018/2019 Board of Directors to appoint a public accountant to conduct a financial review for the 2018 fiscal year. After exploring various other potential prospects without success, the Board of Directors appointed Kelly Huibers McNeely Professional Corporation, the same public accountant that conducted Council's 2017 financial review.

Receipt of Annual Financial Review of fiscal year 2018 and report of Public Accountant:

Treasurer Liz Tucker drew attention to the financial review which everyone had received. She stressed that this is a financial review, not an audit.

Liz Tucker moved that the financial review of the fiscal year 2018 and the accompanying Public Accountant's report be accepted as presented; seconded by John Williamson. CARRIED

Appointment of Public Accountant for 2019 fiscal year:

Liz Tucker moved that Kelly Huibers McNeely Professional Corporation be appointed as Kanata Seniors Council's public accountant to conduct a financial review of Council's financial records for the 2019 fiscal year; seconded by Jeet Wadehra. CARRIED

Thanks to our 2018 Board of Directors:

Frank Boisvenue	Kay Dubie	Peter Fedirchuk	Brian Jeffrey
Janet Kaplan	John Kern	Ken Major	Rachel McGregor
Sarah Trant	Liz Tucker	Jeet Wadehra	John Williamson
Ken Cownley	Dagmar Van Beselaere		

Motion to set the number of Directors for the 2019-2020 Board:

Renata Harder moved that the number of Directors for the 2019-2020 Board be set at 11; seconded by Liz Tucker. CARRIED

The following have one more year to serve on a two-year term:

Brian Jeffrey	Janet Kaplan
John Kern	Sarah Trant
Dagmar Van Beselaere	Jeet Wadehra
John Williamson	

The following have agreed to stand for election to the Board of Directors:

Frank Boisvenue	Kay Dubie
Rachel McGregor	Liz Tucker

Those standing for election were asked to say a few words about themselves.

Board election formalities:

Margaret Burman moved that the elections be closed and that all candidates be appointed by acclamation; seconded by Carol Booth. CARRIED

Year Oct. 2018 thru May 2019 in review:

John Kern and Liz Tucker talked about the Council's activities since the last AGM. A synopsis of the review is attached to the minutes.

Closing remarks:

Ken Major thanked Wildpine Retirement Residence of Stittsville for their sponsorship of this event, and Frank Zeithofer and his café volunteers who have worked behind the scenes. He also thanked everyone who attended the AGM and invited them to partake of the light lunch sponsored by Wildpine Retirement Residence.

Adjournment:

Marianne Wilkinson moved that the meeting be adjourned, seconded by John Williamson. CARRIED

Margaret Burman
Secretary

Kanata Seniors Council Summary 2018-2019

We have had another very busy year providing services to the Seniors in the West Ottawa area, and beyond.

CAFÉ

One of our biggest endeavours is our café. Between Sept. 2018 and May 2019 there were several special events, including 6 editions of Lunch & Movie in conjunction with the Kanata Seniors Centre, a sponsored lunch by Bradley Gracious Retirement Living, a pizza lunch for volunteers in December, and a special St. Patrick's Day lunch with entertainment and a cash bar. The year was capped off by the publication of the first Council Café Cookbook, made possible by generous financial support from the Kanata Seniors Craft Group. To date, half of our initial print run has been sold.

During the year we said goodbye to several dedicated volunteers, including our long-time shopper Melodie and long-time volunteer Judy. In return we welcomed several new volunteers, and 6 received food handler training in April.

Many thanks to all our dedicated volunteers - between September and April, we averaged approximately 484 volunteer hours per month! These volunteers helped with special events in addition to their regular weekly shifts, and we even acquired some new tablecloths made by our volunteers! And last, but certainly not least, many thanks to all our customers who continue to support the café.

Travel Team

Another year of wonderful planning and service from this team.

This year we operated 10 trips. We had 279 seniors enjoy an outing and in most cases a lovely meal along with good company. This year we did 3 travel presentations by outside travel companies. This is an opportunity for our members to see what might be offered in the way of overnight or multi day trips. We had 41 members attend these presentations, and several members went on the tours as a result of our presentations. Our team is busy with planning and implementing throughout the year and has offered 521 volunteer hours doing so.

Special Events

We have offered a variety of special events this year.

These include two pancake breakfasts, done in partnership with Kanata Seniors Centre.

We presented our Annual General Meeting which included a lunch at the conclusion.

We honoured our volunteers by inviting them to enjoy a recognition event with a lunch and entertainment, in partnership with the Kanata Seniors Centre.

Again for the 9th year we held our Far West Fun Fest.

This year it was suggested by one of our directors, that we hold a fund raising event. Under his direction it eventually came to fruition, and was called “Vitality Lives” It consisted of an evening of good food, good music, a silent auction, and time spent with good friends. It was successful at raising a very nice sum of money for us to continue to work with seniors as is our mandate. Several Directors were involved in the planning and execution of this event and many, many, volunteer hours were dedicated to it.

Website

During the past year, the Kanata Seniors Council’s website underwent a major facelift with the intent of making it more useful for the seniors we serve.

The website has become more visually appealing, easier to navigate, and full of up-to-date information on activities and resources of importance to seniors.

The site is updated several times a month in our efforts to provide timely information as to what events and activities are available as well as what’s happening in the Council Café. Not only do we post the current Café menu for you on-line, but every effort is made to publish the next month’s menu as well for your convenience.

In addition to what is happening within the Kanata Senior Centre, we also list the interesting travel adventures the Council’s Travel group have planned for you.

Your Council is working hard to make the website a go-to place for Kanata seniors to find out about the many activities that are available to them every month.

Bookmark www.KanataSeniors.ca on your computer or tablet and visit the site often.

Far West Fun Fest

The 9th version of Far West Fun Fest ended on May 23, 2019. Slightly fewer participants signed up this year, but all who took part enjoyed themselves. We try to offer a varied program with sedentary activities such as cribbage and euchre, opportunities for dancing such as Zumba, the Western Hoedown, the Fun Fiesta and dancing with Elvis at the Closing Luncheon. We also try to hold several outdoor activities such as mini putt and lawn bowling providing the weather cooperates. Thank you to the City and all the Residences who supported us. We could not do it without you.

The main purpose of the Far West Fun Fest is for people to socialize, make new friends and to have fun. I don't think there is any doubt that we accomplish this each year.

Corporate Structure

Many hours this year have been spent on reviewing our corporate structure. One of our Directors has been particularly helpful in this endeavour. By explaining in detail how some of our policies and by-laws impact what we do, we have been able to understand and move forward in full compliance with our structures. The areas involved include - finance, insurance, government compliance, availability of documents and clarification of intents. We now have for the first time a complete listing of our assets that are used on a daily basis by our members and by the Kanata Seniors Centre.

Membership

As we continue to add to our membership listings, two additional activities were initiated this year. The notification process for the AGM and other Council activities were converted to an enhanced mail-out system known as "Mailchimp".

This allows for easier notification emails and more importantly, provides an “Unsubscribe” option to email recipients.

The second initiative was a revamping of the system and database used for maintaining Membership lists.

Technology

The Technology portfolio includes the Tech instructors who are responsible for providing the computer instruction classes. This group is also responsible for the care and maintenance of the public access computers in the Centre.

This Director was also responsible for the acquisition of a Point of Sale system for the Vitality Lives Gala, which allowed payment of auction items on the spot, as well as the research and purchase of equipment and furniture for the New Horizons for Seniors grant, which the Kanata Seniors Council received.

Communication

Communication of Council events remains a challenge. Every effort is made to ensure that plenty of advance notice is given in the Council’s own Newsletter since the increasing cost of advertising in the local print media is prohibitive. This Newsletter is produced 11 months of the year and is sent in conjunction with the Kanata Seniors Centre Newsletter, and is filled with information relating to our activities and happenings.

The Community Voice (the area’s local paper) with whom the Council has a good working relationship does its best to provide coverage whenever possible but it, too, is faced with the availability of journalists, and space is limited.

One area of mounting concern is the in-house production of the Newsletter. Should the current editor be abducted by extra terrestrials, it would be of comfort to her to know that there is a backup who will carry on with the Newsletter. All those interested need only to speak to Sarah Trant.

Health

During the past year, we have been kept informed of various health issues, including announcements from Canadian Food Inspection Agency regarding food recalls.