

Kanata Seniors Council inc.

***Notes of a meeting of the Board of Directors on June 17, 2022 ***

(Due to the absence of the Board Secretary, notes in lieu of formal Minutes, were kept by a reluctant volunteer who was absent for the first 15 minutes of the meeting)

Present: Kay Dubie, Frank Boisvenue, Liz Tucker, John Kern, Sarah Trant, Margaret Wilcox, Jeet Wadhera, July Huot

Regrets: Rachel McGregor, Janet Baigent

Agendas and Minutes John K proposed, Liz seconded: approved by Ilal

Treasurer's Report

KANATA SENIORS COUNCIL
JUNE 2022

Bank balance as of Jan 1 2022 14,239.47

Income

Coffee shop - cash.	2783.55	
Coffee shop - square	1,166.65	
Computer training	296.00	
Travel in workplace.	350.00	
Canada helps donation	17.08	
		<u>4,613.28</u>
		18,852.75

Expenses

Admin. inc - cheques/donor	- 381.14	
Square purchase	- 458.51	
Cafe	-11,404.29	
Computer	41.58	
Insurance	838.08	
Membership - Vol Canada	150.00	
Travel	283.36	
		<u>13,556.96</u>
		\$ 5,295.79

Recovered expenses \$3,900

Bank balance as of June 16/22 \$6,775.53

Cafe costs - Cafe manager	\$6,500.00
coffee	\$ 1,284.81
food	\$ 2,759.34
non food	\$ 360.14
laundry	\$ 380.00
transportation	\$ 120.00

Treasurer's Report cont'd

The Treasurer added that two cheques had been received recently and were not included in the final statement for the month. One from the Council Café for \$631.00 and the other for Computer Services for \$200.00

The Treasure also pointed out that there was pressing need to replace the 5 year old 'fridge in the Café on an urgent basis, and that she was checking with the Auditor to make sure everything would be in order for the AGM

Discussion: Concerns were raised as to the costs of items on the Café menu which, it was suggested by John, should be increased to cover the dramatic price increases of groceries. After some discussion it was decided that this should be held over for the time being. Liz pointed out that current costs were not out of line and that she was against any sudden increase and Margaret suggested that a simple cost analysis should be undertaken and the matter held for further discussion once this had been done. Liz had already looked at relevant costs and provided the comparison (see below)

<u>Coffee</u>	Tim Hortons	1.83 + tax	for	14 fl.oz
	Cafe	1.50	—	" 10 fl.oz.
<u>Cake</u>	varies from	24 for 9.29	—	39¢ each
<u>etc.</u>		24 " 8.99	—	37¢ "
		18 " 6.99	—	38¢ "
		12 " 5.49	—	46¢ "
<u>iced Tea</u>	<u>Cans</u>	20 for 8.99	—	45¢ "
	<u>d.boxes</u>	10 for 2.49	—	25¢ "
		or 10 for 2.99	—	30¢ "
<u>Minute Maid Juices</u>		3 for 2.49	—	31¢ "
		10 for 3.99	—	30¢ "
<u>Water</u>		24 (500ml) for 1.99	—	8¢ each
		24 (") " 2.29	—	10¢ each
		24 (") for 2.99	—	12¢ each.
		24 (") for 11.00	—	46¢ "
<u>Hot chocolate</u>	Tim Hortons	—	1.99.	
<u>Milk</u>	2 litres	—	4.79	
<u>Soup</u>	— estimated cost on average for cafe - \$1.50			

Correspondence: Nothing to report

Directors Reports

Advisory: A new Committee has yet to be struck

Correspondence: Sarah warned that she had had a preliminary discussion with the paper regarding advertising costs and had been told that they were under review. In her opinion they would likely be going up. She would draft an ad for the forthcoming AGM and submit to Kay for comments and approval before speaking to the paper again about possible price for the same size ad we had previously run.

Website: No report

Café: John reported that there are now 17 volunteers working in the Café including himself and Frank Z who had provided him a report of weekly sales from May 16 to June 10th.

May 16 – May 20 th -	\$237.36
May 23 – May 27 th	\$140.30 (Monday was a holiday)
May 30 – June 3 rd	\$203.50
June 3 – June 10 th	\$427.85 *Hot meals served on June 7 and 9

John reiterated the need for a thorough review of the Café's pricing system stating that, given the trend of increasing food costs, the Café could well be in a negative position were action not to be taken as soon as possible. Kay said the matter had already been discussed and was being looked into by Margaret and Liz. As much as possible, providing the Café could at least be on a break-even basis, she was in favour of keeping menu prices as low as possible. John confirmed that WOCRC would be returning in the fall and his original request for funds to cover two new signs for the Café would be more appropriately discussed at the fall meeting.

Admin Issues: The issue of the fridge being “on its last legs” was raised by LIZ. She and John agreed to look into finding a suitable replacement at a reasonable price.

Volunteer Management: A short discussion on increasing both the numbers of volunteers and also actively searching for more Directors took place and it was agreed that this should be an item for further discussion the September meeting.

Technology: John reported that the Council Membership database has been verified as containing all current member application forms – other than recent applications not yet entered.

The email addresses for the Annual General Meeting have also been verified and are ready to go unless there are new additions to the database in which case they can be added very quickly.

John is currently reviewing the membership application form to identify changes required and to support the new volunteer information and any other issues that arise from the new Membership application form

By the next Board Meeting he will have identified all changes required to the membership form part of the application and will be seeking consensus from board members as to how to proceed.

He added that signups for computer classes were extremely strong, and he was constantly on the lookout for more teachers.

Health: Jeet reported that several food warnings had been issued during the month. A number of Kinder products aimed at children had been recalled as well as some products from Narcity. He stressed that the Canadian Food Inspection Agency (CFIA) website was updated weekly and was extremely user-friendly (<https://inspection.canada.ca>)

Advocacy: Margaret will be providing more information for the Newsletter on issues which have been implemented from the City's Older Adult Plan apart from PARABUS which is now on line.

Travel and Lifestyles: John reported that the first of the three presentations under the new Lifestyles initiative, had been held and although here had not been the numbers he had hoped for, nevertheless those who had attended had appreciated the information. Three other presentations had been confirmed, one presented by the Centertown Community Health Centre on its (free) Diabetes Information programme; another on what to look for when choosing a retirement residence by SOLVA, and one stress-free moving from home to residence presented by Turner Transitions, the first company to start such services more than 20 years ago. The Travel programme had been hit badly by Covid although a possible trip to a Winery as well as a tour of the Christmas Lights was being worked on. Cost is a major factor and John is hoping that one or two of the residences might consider either providing means of transportation or directly sponsor a trip since the cost of gas today has made renting transportation extremely pricey.

Old Business: Kay said that Expo 55 had gone well and that arrangements for the AGM and Pancake Breakfast were well in hand

Next Meeting: Friday, August 19th, 2022

Meeting Adjourned at 10,15