

THE WILSON CENTRE SENIORS' ADVISORY BOARD
MONTHLY MEETING
MARCH 13, 2019
THE COMMUNITY ROOM, THE GATHERING PLACE
10:30 A.M.

Members Present:

Joan Gould, Teresa Foreman, Roland Mitchell, Douglas Taylor, Gwendoline Turpin, Ann Pratt,
Karen Dobson

Staff:

Chris Eastman

Call to Order:

Meeting called to order at 10:33 by Acting President, Joan Gould.

Approval of Agenda:

Motion to approve the agenda for the March meeting moved approved by Gwendoline Turpin.
Seconded by Karen Dobson. Motion Carried.

Approval of February 2019 Minutes:

Motion to approve the minutes of the February 20 meeting moved approved by Teresa Foreman.
Seconded by Doug Taylor. Motion Carried.

Staff Report:

Staff report given by Chris Eastman and distributed. Kelly Taylor has accepted a position with the
Customer Service Team through to March 2020. Motion to approve the Staff report by Roland
Mitchell. Seconded by Gwendoline Turpin. Motion carried.

Correspondence:

Letters, "Thank you for your support" sent to Eriven Mackey and M Ervin Mackey.

Correspondence filed.

Treasurer's Report:

Roland Mitchell moved approval of the January 31, 2019 actual vs. budget report. Seconded by
Ann Pratt. Motion carried.

Actual vs. budget report for February 28, 2019 presented for Board perusal.

Roland Mitchell moved to, "Discontinue sale of postage stamps at the Wilson Centre Information
Desk due to decreased sales." Seconded by Gwendoline Turpin. Motion carried.

Business Arising:

New committees for members:

Ways and Means: Teresa Foreman, Ann Pratt, Ruth Wilson, Karen Dobson

Communications: Juanita Franco, Ann Pratt

Website: Gwendoline Turpin

Parking, Shuttle Access: Doug Taylor, Ian Follis

Events: Thelka and all Board members as needed.

Programs: Karen Dobson, Jerine, Jago, Thelka Wright

Stakeholders: Ian Follis, Lynn MacKenzie

Around the Table:

Accounting system for the Board in progress. Roland Mitchell.

Website for the Board. Ann Pratt and Joan Gould met with Stephanie Mitchell. Joan will have a further meeting with Gwendoline Turpin. Ongoing.

Public Works participation by the Board May 25, 2019. Ann Pratt, Teresa Foreman and Joan Gould will take part in this activity.

There will be no participation in the May Day parade by the Board. Joan Gould will purchase gift cards for the Royal Party on behalf of the Board.

At the Volunteer Appreciation luncheon in April there will be no individual selected as Volunteer of the Year.

Farmers Market. The Board will be participating weekly at this event, every Thursday afternoon June through October. The Board will assist the Wilson Centre staff with decisions and input.

Stakeholders. Lynn MacKenzie report distributed.

Adjournment:

The meeting adjourned at 11:55 a.m.

Next Meeting:

Next meeting will be April 10, 2019 at 10:30 in the Community Room of the Gathering Place.

Attachments:

- Staff report
- Farmers' Market Meeting with Chris Eastman, Kelly Taylor, Roland Mitchell and Joan Gould.
- Community Garden Report

City of Port Coquitlam - Report to the Wilson Centre Seniors' Advisory Association –March 13, 2019

Presented by Chris Eastman, Time-stated Recreation Program Coordinator – Adult, Access and Inclusion, and Food Services

City Staffing Updates

- Amanda Costa has filled Kelly Taylor's role for Adult Services and is doing an amazing job.

Special Events and Programs

- 1.) February Birthday Party saw 41 people in attendance. The new decoration and theme ideas were well received.

Program and Facility Updates

- Closure of Kelly has caught many people off guard. Staff are attempting to connect with classes and contractors to update them. These parking and access issues change almost hourly. An example is the sidewalk closures on Wilson which were completed in less than 2 hours.
- Staff is posting signs to inform patrons of the west parking lot which is still open.
- Staff is consistently contacting By Laws to come and ticket construction vehicles. All the trades coming into the construction zone are provided with an orientation including the requirement to park offsite.
- Total Fitness is being moved to Hyde Creek in the summer to allow for parking and room options. It will start at 8:15am. Carmel is working through other programs to attempt to limit disruptions to existing classes in the summer.
- We are initiating a sign-up list for our adult demographic to allow our manager to send bi-weekly construction updates. We are doing a call out to all current and past members to provide updates and to encourage attendance.

Membership Stats

2016	2017	2018	2019	Today
1,163	1,203	926	920	794



City of Port Coquitlam - Report to the Wilson Centre Seniors' Advisory Association –March 13, 2019

Concession Stats

March 2018 = \$ 4515	March 2019 = \$8694	Up by: 63 %
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Registered Stats

March 2018 =68	March 2019 = 130	Up by: 68 %
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Drop-in Stats

March 2018 = 1398	March 2019 = 1434	Up by: 3%
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Farmers' Market - March Meeting with Chris Eastman, Kelly, Roland Mitchell and Joan Gould.

- Chris and Kelly have asked for the Board's help in dealing with the Farmers' Market coupon programme.
- Chris has completed the forms for the market and once the City has been approved, there will be an orientation meeting in Surrey sometime in April that I will be attending with Ann Pratt and Kelly.
- The Board will help Kelly decide who (if more people apply than there are coupons) will receive the coupons. The actual financial information will not be available to the Board, but the applicants will be vetted to make sure that they are in need. The 3 seniors that the Board sponsors will be over and above the 25 applicants of which 60% are normally seniors.
- The Board will need to set up a **weekly** table at the market, walk through the market to ensure that the coupon recipients (if they make themselves known) know what they can buy with the coupons. All products are not available to the recipients. This means that a weekly roster needs to be set up so that there is someone (hopefully 2 so one can man the table and one can walk the market) there every week. The market runs from 3:00 – 7:00 p.m. on Thursdays and it probably would be advantageous to set up around 2:30.
- If Kelly needs further help with keeping track of the coupons, reporting to the market, etc. She will call on the Board members to help out.

Submitted by Joan Gould, March 13, 2019

Community Garden Report

We were supposed to meet with Mike Por on January 22, 2019.

He contacted us to say he would need to change the meeting as he was appearing before City Council at that time and he would reschedule. To date this has not been done.

Submitted by Gwendoline Turpin