

MCKEE HOUSE SENIORS SOCIETY



ANNUAL REPORT FY2021

**PREPARED FOR THE
ANNUAL GENERAL MEETING
SATURDAY, SEPT. 24, 2022
at
10:00 AM at McKee**

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GENERAL INFORMATION ON THE OPERATION OF MCKEE HOUSE SENIORS SOCIETY

The McKee House Seniors Society partners with the City of Delta for the purpose of providing quality recreation programming for seniors (aged 50+).

The McKee House Seniors Society pays for instructors, events, insurance, furniture and equipment maintenance and replacement, office expenses, and all other costs relating to the operation of the facility.

The McKee House Seniors Society makes all decisions with respect to the on-going operation of the McKee Seniors' Recreation Centre such as recreation programs and services offered to seniors, fees charged and policies. Members of the Society, with the support of the Coordinator, then manage the activities. The Society has first priority on the use of the Centre and must approve any rentals that are requested.

The McKee House Seniors Society operates the McKee Seniors' Recreation Centre entirely through the use of its members who volunteer their time to provide these services to others. Our ability to deliver efficient services is totally dependent on having sufficient volunteers to fill all positions, and this includes all positions on the Board.

The City of Delta provides and maintains the building, grounds and all fixed equipment and provides support services to the Society, including the services of a Coordinator, Facility Operations Supervisor, and other front office staff.

In March of 2020 a global pandemic was declared by the World Health Organization. In response, Provincial Health Authorities instituted health orders and protocols that resulted in the City of Delta closing the McKee Seniors' Recreation Centre on March 16, 2020. Board members did not have access to the McKee Seniors Recreation Centre, our files or records until mid-July, 2021.

During the closure, the City of Delta contributed to the well being of our members through regular wellness calls, twice monthly newsletters and a greeting card program.

We finally gained access to the building when changes to health orders made it possible to reopen, albeit with many restrictions. After approximately 6 weeks of preparation, McKee was able to reopen October 4, 2021 with most of our classes and clubs returning. It was terrific to see our members returning to McKee and resuming the friendships and activities that they missed for so long. Sadly, over 70 current or past McKee members passed away while we were closed.

Our Kee Café is normally run by an independent third party, who operates the Café as a standalone business and pays the Society monthly rent. Due to the uncertainty of when McKee would reopen, we lost James Steel as our café operator, could not find a replacement operator and the café remained closed for the balance of 2021.

FY2021 BOARD OF DIRECTORS

Ben Branscombe	President (2019-2022)
Peggy Knight	Vice-President (2019-2022)
Kathy Ross	Secretary (2020-2023)
Jack MacDonald	Treasurer (2020-2023)
Kathy Ross (Acting)	Director (2020-2023)
Barb Ghent	Director (2019-2022)
Debbie Lindsey	Director (2019-2022)
Mae Forsythe	Director (2020-2023)
Andy Pinch	Director (2019-2022)
Linda Lanoway	Director (2019-2022)

FY2021 CITY OF DELTA STAFF

Lisa Porter	Seniors Centre Coordinator
Liz Gibson	Seniors Community Services Supervisor
Trudy Budzon-Barber	Recreation Programmer
Dani Mageau	Volunteer & Customer Service Coordinator
Carson McCrum	Facility Operations Supervisor

AGENDA

1. Call to Order and confirmation of quorum
2. Approval of Minutes of FY2019 AGM held July 14, 2021
3. Approval of Minutes of FY2020 AGM held July 14, 2021
4. President's Report 2021
5. Treasurer's/Financial Report 2021
6. Annual Reports from each Director
7. Approval of Annual Report for FY2021
8. Business arising from FY2019 and FY2020 AGMs
9. Election of New Board Members
10. President's Remarks
11. Open to Floor for Questions
12. Adjournment

**MINUTES of MCKEE HOUSE SENIORS SOCIETY
FY2019 ANNUAL GENERAL MEETING
July 14, 2021**

1. Call to Order and confirmation of Quorum

The meeting was called to order at 10:04 a.m. by Vice President Peggy Knight.
19 members were in attendance therefore a quorum was met.

2. President calls for a moment of silence for those members who have passed during the past year

Sadly we have lost a number of our members over the past 2 years, and it is particularly sad that we don't know who they all are and could not celebrate their lives this past year due to Covid.

3. Approval of FY2018 Annual General Meeting minutes of Apr 6, 2019

Moved by Kathy Ross and seconded by Jack MacDonald to accept the minutes of the 2018 Annual General Meeting held Apr 6, 2019 as distributed. **CARRIED**

4. President's Report 2019

The 2019 President's report can be found on Page 11 of the 2019 Annual Report.

5. Treasurer's/Financial Report 2019

The 2019 Financial Report can be found on Page 12 of the 2019 Annual Report.

There were no questions from the members.

Moved by Kathy Ross and seconded by Jack MacDonald to accept the 2019 Financial Report as presented. **CARRIED**

6. Annual Reports from each Director

The 2019 Directors Reports can be found beginning on Page 17 of the 2019 Annual Report.

There were no questions from the members.

Moved by Kathy Ross and seconded by Jack MacDonald to accept the 2019 Annual Report as presented. **CARRIED**

7. Business arising from 2018 AGM

There was no business arising from the AGM held Apr 6, 2019.

8. New Business

There is no new business to be addressed in this Annual General Meeting. Any new business will be addressed in the 2020 Annual General Meeting scheduled to immediately following this meeting today.

9. Election of New Board Members

The following individuals comprised the McKee Board for the calendar year 2020, based on nominations submitted prior to McKee closing in March, 2020:

Board Members with another year in their term:

Ben Branscombe	President
Peggy Knight	Vice-President
Barb Ghent	Director
Debbie Lindsey	Director
Andy Pinch	Director

The following Board Members by acclamation:

Kathy Ross	Secretary
Jack MacDonald	Treasurer
Linda Lanoway	Director
Pat Castle	Director
Dianne Burditt	Director
Mae Forsythe	Director

And the following Board member by appointment:

Arla Tanner	Past President
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10. **President's Remarks**

Peggy Knight thanked the members of the Board who participated in the operations of McKee Seniors Recreation Centre in 2019.

11. **Open to Floor for Questions**

There were no questions from the members present or submitted in advance.

12. **Adjournment**

Moved by Jack MacDonald and seconded by Kathy Ross to adjourn the meeting at 10:13 a.m.

CARRIED

**MINUTES of MCKEE HOUSE SENIORS SOCIETY
FY2020 ANNUAL GENERAL MEETING
July 14, 2021**

1. **Call to Order and confirmation of Quorum**

The meeting was called to order at 10:15 a.m. by Vice President Peggy Knight. 19 members were in attendance therefore a quorum was met.

2. **Approval of FY2019 Annual General Meeting minutes of Jul 14, 2021**

The minutes of the 2019 Annual General Meeting were not available for approval as that meeting took place immediately prior to this meeting. The draft minutes of both meetings will be published on our website when available, and will be presented for approval at the next Annual General Meeting.

3. **President's Report 2020**

The 2020 President's report can be found on Page 7 of the 2020 Annual Report.
Added remarks:

I am proud of the work the board members have shown in working through the challenges during the Covid-19 crisis you have had to deal with during the last year or so. It is not always easy to look on the bright side, but the board has adjusted to a new way of handling matters. Hats off to all of you for working hard to keep things running smoothly during these times. Soon we will be able to enjoy our members and friends at McKee.

4. **Treasurer's/Financial Report 2020**

The 2020 Financial Report can be found on Page 8 of the 2020 Annual Report.

Questions:

1) What is the basis of depreciation charges?

The treasurer explained that until recently McKee had not tracked assets and depreciation well. In 2020 a full inventory was done on all assets and their valuations and remaining life determined. Depreciation was then adjusted to be in accordance with Canadian Revenue Agency requirements. There will be another small adjustment in 2021 to bring everything in line with CRA requirements.

2) Why are the membership revenues so much less in 2020 than in 2019, as most members should have renewed by then?

The treasurer advised that McKee handles their books on a Cash Basis. This means revenues are taken when cash is received. As is normal, many of the 2020 memberships were renewed in Dec, 2019 so the revenues were recognized in 2019, a practice that has been in existence since McKee opened. Normally you wouldn't have seen this as membership fees for 2021 would have largely come in during Dec, 2020. However, there was no membership fee collected for 2021 in Dec, 2020 due to the ongoing closure of McKee.

Moved by Kathy Ross and seconded by Jack MacDonald to accept the 2020 Financial Report as presented.

CARRIED

5. **Annual Reports from each Director**

The 2020 Directors Reports can be found beginning on Page 13 of the 2020 Annual Report. There were no questions from the members.

Moved by Kathy Ross and seconded by Jack MacDonald to accept the 2020 Annual Report as presented.

CARRIED

6. **Business arising from 2019 AGM**

There was no business arising from the 2019 AGM held Jul 14, 2021.

7. **New Business**

Ordinary Resolution – Extending Board Terms

McKee Seniors Recreation Centre closed on March 16, 2020 at the direction of the City of Delta due to the pandemic. The current Board of Directors has continued to execute the business of the McKee House Seniors Society during that time, and is willing to continue to do so.

The Board feels it is in the best interest of the McKee Seniors Recreation Centre to have continuity of services, knowledge and experience in the leadership when the McKee Seniors Recreation Centre does reopen, hopefully within the next year. To facilitate this, the Board believes it is best to extend the term of the current Board members by one year.

It is important to extend all positions, even though some already expire in 2022, as per our By-Laws it is required that half of the Board positions come forward for elections each year. This ensures continuity and knowledge transfer from one Board to the next.

The current elected Board Members and their current terms consist of:

<u>Position</u>	<u>Incumbent</u>	<u>Current Term</u>
President	Ben Branscombe	2019-2021
Vice President	Peggy Knight	2019-2021
Treasurer	Jack MacDonald	2020-2022
Secretary	Kathy Ross	2020-2022
Director	Andy Pinch	2019-2021
Director	Linda Lanoway	2020-2022
Director	Debbie Lindsey	2019-2021
Director	Barbara Ghent	2019-2021
Director	Pat Castle	2020-2022
Director	Mae Forsythe	2020-2022
Director	Dianne Burditt	2020-2022

THEREFORE BE IT RESOLVED to extend the term of each of the above Board positions for a period of one year. **CARRIED**

8. **President's Remarks**

Peggy Knight thanked Debbie Lindsey, Jack MacDonald and Kathy Ross for all their hard work putting these virtual annual general meetings and the required documents together. She also thanked the entire Board for their continued commitment during these times, and their support of her while President Ben Branscombe is recovering.

9. **Open to Floor for Questions**

Before the floor was opened to questions, Vice President Peggy Knight gave the following summary on the reopening of McKee:

- Last week the City of Delta gave the Board access to the building so we could assess the situation.
- The front office needs to be completely reorganized after the flood to make it operational.
- Directors are contacting their volunteers, club coordinators and instructors to find out their availability or if they are willing to come back at all.
- We will be contacting James Steel to see if he is able to come back to run our café. If he is now working elsewhere we will have to recruit a new kitchen partner.
- The City of Delta will need time to recruit the staff that they had to lay off due to the shutdown. Meanwhile, they will be shuffling staff around to support us as best they can.
- The Board and the City of Delta need to develop a safety plan that members will have to follow to minimize the health risks to anyone entering the building.
- This will all take time and effort by the Board. We expect that not all clubs and fitness classes will be up and running when we do reopen, but that we will add them to the program as coordinators and instructors become available.
- It is our hope that McKee will reopen on some level by early fall.

There were no additional questions from the members present or submitted in advance.

10. Adjournment

Moved by Jack MacDonald and seconded by Kathy Ross to adjourn the meeting at 10:29 a.m.

CARRIED

PRESIDENT'S REPORT BY MAE FORSYTHE

I assumed the role of Acting President following the resignation of Ben Branscombe in February 2022. I would like to express my deep appreciation for Ben's many years of service and dedication to the McKee Seniors Society and wish him well in his next chapter.

Several other members of the Board left their positions for various reasons but continue to serve in different ways. These include Peggy Knight and Pat Castle. Thank you for your contribution to McKee Seniors Recreation Centre.

It has been an incredibly challenging year for the Board of McKee Seniors Society this past year. While the Centre continued to be closed for the better part of 2021, the front office was flooded in the spring thereby incurring unexpected costs. We lost our café operator who had to move on to pursue his livelihood. As well, changes in the City support staff for McKee transpired due to illness and ambiguity in job status. Ongoing expenses continued throughout the pandemic with no incoming revenue.

Once the Province lifted the shutdown of recreation centres, the Board began the daunting task of planning for re-opening. Amid the restrictions imposed by Provincial Health Orders (PHO) including Mask and Vaccine mandates, limitations on room capacities and activities, cleaning and sanitizing protocols, the Board and City staff worked unstintingly and determinedly to ensure the members' health and safety whilst re-instituting programs and activities.

On October 4, 2021, McKee Seniors Recreation Centre re-opened its doors and welcomed back our members. The Centre was up and running when Omicron struck and we were once again forced to close the centre just prior to Christmas. Fortunately, this closure was shorter, and we were able to re-open February 28, 2022.

A huge thank you goes out to the Board for their exhaustive work fundraising, organizing instructors, finding conveners, setting up the front office, retraining staff and rescheduling all activities to abide by the Covid protocols.

As well thanks to the City for their assistance with implementing PHO protocols, providing guidance in room capacities, hand sanitizing equipment and supplies and signage. Kudos to the conveners and instructors for working with the Directors to reschedule clubs and fitness classes, making compromises where needed. I would also like to express my appreciation for all new and returning volunteers for so readily resuming all the roles that keep the Centre running, despite the ongoing pandemic.

Finally thank you to all our members for their patience and cooperation in implementing the vaccine passport process and following mask protocols for the health and safety of everyone.

When we all work together, we all reap the rewards.

TREASURER'S REPORT BY JACK MACDONALD

McKee Society operations were closed throughout much of 2021 due to the Covid pandemic. Most programs resumed in October 2021 but were closed again just before the end of December. Ordinary income was \$14,830 for the year, with net income of \$7,875 after depreciation. The Board did not prepare an operating budget for 2022 and comparisons with previous years are meaningless because of the shortened operating period.

Following a decision made in 2020, the Board offered a \$10 refund on membership renewal fees to compensate for time lost due to the pandemic closure, and as well as refunding fees for registered classes that were cancelled. Revenues reflect the net value after accounting for refunds. As of December 31, all class registration fees had been refunded, but members who renew their membership in early 2022 will continue to be offered the \$10 discount on membership fees. Fees paid to the City of Delta (\$10 per member) were unaffected. The refund allowance will be reconciled and removed from the balance sheet in 2022.

Insurance was the most significant expense during the pandemic closure, costing approximately \$4,300 for the year (June 2022 to June 2023). The insurance broker provided a refund of approximately \$950 in recognition of the Covid shutdown. The Society continued its annual scholarship to Delta Secondary School.

Services such as cable TV, Internet, and credit card maintenance fees were resumed in September. The Society continued to use the Moneris credit card processing system through December, and was scheduled to switch to a new vendor in early 2022 to resolve technical issues between the credit card processor and the POS system.

The capital assets inventory was updated and the depreciation was charged against income following CRA guidelines. Following a two-year process following several years of inattention, the list of capital equipment on the financial statement was coordinated with the insurance list, thus simplifying future reporting. Capital assets are insured for their replacement cost. The cost and accumulated depreciation for fully-depreciated assets were removed from the ledger.

Notes on following statements

1	No budget was prepared for 2022 because of uncertainty with the operating period due to Covid.
2	New kitchen operator is expected to be in place by mid 2022.
3	Includes paper-shredding fundraisers, interest on GICs, and various individual donations. Approximately 100 members chose to donate their \$10 membership discount back to the Society.
4	Mainly membership fees paid to City of Delta and insurance coverage.
5	Four GICs were purchased with funds from Current Cash, Held for Clubs, and Contingency Fund, each with \$10,000 initial value. One fund is on a 100-day term and the three others have 18-month terms on 6-month reinvestment intervals. Interest accrues to Society in general.

6	Net remainder of the \$10 membership partial refunds in recognition of the Covid shutdown.
7	Includes \$7,929 of current cash plus \$10,000 GIC.

Statement of Revenues and Expenditures

Note	Item	2021	2020	Main component
1	Program revenue	15,890	19,798	All exercise programs, drop-ins, art, dance, clinics, etc
	Special events	2,068	5,157	Event ticket sales
2	Cafe	364	1,000	Kee Cafe rental
	Admin revenue	11,070	18,600	Membership fees
3	Other revenue	9,874	253	Donations, fund-raising, art show sales, craft sales
	Ordinary Revenue Total	39,266	44,808	
	Program expense	10,947	13,284	Instructors, minor equipment
	Special events	2,063	4,974	Catering costs, entertainment
	Kitchen	235	225	Minor equipment
4	Administration	7,124	16,407	Bank and credit card fees, GST, insurance, Delta's portion of membership fees
	Front desk operations	1,959	2,191	Office supplies, outside printing services
	Society operations	2,109	3,649	Repair and maintenance, TV & Internet, major equipment, scholarship, society-sponsored events
	Expense Total	24,437	40,721	
	Net ordinary income	14,830	4,087	
	Depreciation	(7,969)	(8,767)	
	Total club funds (net)	1,014	147	Annual change of total amount held on behalf of clubs
	Net income	7,875	(4,533)	

Statement of Current Assets (Bank Balance)

Note	Item	2021	2020	Description
5	Current cash	20,635	3,643	Available for day-to-day expenses.
5	Held for clubs	7,929	6,915	Held on behalf of individual clubs. Source is individual club fees, disbursements are for their specific expenses. Additional \$10,000 held in GIC.
6	Prepaid fee allowance	10,954	14,300	Refund membership fees due to Covid closure.
5	Contingency fund	21,276	21,276	Established in 2018 for future capital expenditures.
	Total bank account	60,794	46,134	
5	TD Canada Trust GIC	40,509	40,149	Four GICs, each with \$10,000 initial value.
	Petty cash general	100	100	
	Float front desk	200	200	
	Program Refund float	1,160	160	Refund for registered programs that were cancelled prior to Covid shutdown. To be wound down in 2022.
	Undeposited Funds	0	0	
	Total other funds	1,460	460	
	Total current assets	102,763	86,743	

Statement of Property, Plant & Equipment

Note	2021	Cost	Accumulated depreciation	Net Book Value
	Computer	\$5,000	\$4,160	\$840
	Equipment	\$13,600	\$10,035	\$3,565
	Furniture	\$10,825	\$5,808	\$5,017
	Total	\$29,425	\$20,003	\$9,422

	2020	Cost	Accumulated depreciation	Net Book Value
	Computer	\$7,500	\$6,203	\$1,297
	Equipment	\$23,912	\$13,251	\$10,661
	Furniture	\$10,825	\$5,392	\$5,433
	Total	\$42,237	\$24,846	\$17,391

Balance sheet as of Dec 31, 2021 and previous years

	Assets	2021	2020	2019	2018	2017
	Current assets	102,763	86,743	85,642	54,693	32,409
	Capital less depreciation	9,422	17,391	24,073	43,828	43,828
	Total assets	112,185	104,134	109,715	98,521	76,237
	Liabilities and Equity					
	Accounts payable	0	0	550	0	12,316
7	Held for clubs	17,929	16,915	16,973	24,336	22,433
	Total Liabilities	17,929	16,915	17,523	24,336	34,749
	Unrestricted	83,302	72,919	92,192	74,185	41,488
	Prepaid fees allowance	10,954	14,300	-	-	-
	Total Equity	94,256	87,219	92,192	74,185	41,488
	Total Liability and Equity	112,185	104,134	109,715	98,521	76,237

SECRETARY'S REPORT BY KATHY ROSS

During 2021 the McKee Board continued to meet monthly and take care of McKee business and issues. In my role as McKee Board Secretary, I compiled the monthly Board Minutes, maintained appropriate records and assisted with the general administration when necessary.

Once the Board minutes have been approved, a permanent copy is inserted in a master binder which is held at the Customer Service desk and is available to all members.

Due to the pandemic and lack of access to the McKee building, we held our Annual General Meeting by Zoom. Attendance was much lower than normal but a quorum was met and business conducted. Preparing for this first virtual AGM was quite an undertaking, requiring hours of planning and trial runs. We successfully held our 2019 and 2020 AGMs via Zoom and in accordance with regulatory requirements. We'll be ready for the future should we need to again conduct a virtual meeting.

I also take care of statutory reporting requirements to Victoria and review and update the Society Policies and Procedures as needed.

INSTRUCTIONAL PROGRAMS REPORT BY BARBARA GHENT

We finally re-opened our doors in October 2021, and it was great to see our members returning to all our Instructional Programs. Unfortunately, it was a short re-opening, as we had to close our doors again the week before Christmas, to comply with the PHO guidelines.

Feb 28th saw us re-open once again, and hopefully there will be no more closures. Enrolment for many programs is down due to member hesitancy re Covid. With the Mask mandate now lifted, many members are now feeling more comfortable about returning to McKee.

We have 34 instructional programs per week, including Line Dancing, Yoga, Fitness, Computers, and Art. Our specialized classes like Get Up and Go, and Osteofit are helping some of our members regain their strength, and begin to do their daily activities again.

It is sometimes a challenging task to fit all our classes into the instructors' schedules, and I breathe a sigh of relief when the next Program Guide is completed and ready for printing.

I would like to give a big Thank You to all our wonderful Instructors for their caring support to all our McKee members.

CUSTOMER SERVICE DESK REPORT BY KATHY ROSS

I think I can safely say that none of us expected McKee to be closed for such a long period of time. Unfortunately, during the closure Pat Castle resigned as Director, Customer Service, and I again assumed the position temporarily in order to get the Customer Service desk back up and running in time for McKee to reopen in October.

During this time, we were advised by the City that Katie Green would not be returning. Instead, we welcomed Dani Mageau to the position of Coordinator, Customer Service and Volunteer Management. While most of our volunteers were able to come back to their positions, a few retired. Our sincere thanks to the volunteers – those that returned and those that retired who've given McKee and its members many years of service.

After being closed for 18 months, every volunteer had to go through refresher training. As well we took on several new volunteers to replace those who had retired. In addition to McKee operations training, all front office volunteers and staff had to be trained on Covid protocols, as dictated by Provincial Health Orders. The front office staff and volunteers were then responsible for scanning vaccine passports, along with student volunteers and City staff, and enforcing mask mandates.

All members who had taken out a 2020 membership had their memberships automatically extended to December 31, 2021. Each member was also entitled to a \$10 rebate against their 2022 membership, which had to be claimed by April 30, 2022.

Anyone who had prepaid fees for cancelled registered classes in 2020 was entitled to a full refund or credit against a future class registration. Class credits were available until Dec 31, 2021, after which time any unclaimed refunds were forfeited. Hearty thanks go out to those members who chose to donate their refunds back to McKee.

Despite all the changes in staff, protocols, room capacities etc. it was still wonderful to see our members and volunteers return to McKee.

Once we had reopened and most everything was running smoothly again, my job as acting Director, Customer Service ended December 31, 2021. It was time for someone else to take over this portfolio and recruiting began for a new Director. Carol Page, one of our long term Customer Service volunteers, was appointed to the Board to complete the term vacated by Pat Castle. I trust you will give her all your support and I wish her well in her new position as Director, Customer Service.

CLUBS, DROP-IN PROGRAMS REPORT BY LINDA LANOWAY

This has certainly been an interesting couple of years! I have been Director of Clubs and Drop-In Clubs since October 2019, but with the two operational closures of McKee, I feel like I am still the newbie on the Board! I am delighted to say that despite the challenge of closing down operations at McKee twice since February 2020, our McKee club members are always eager to return!

Our clubs and drop-in programs are humming along with memberships growing, even as we cautiously emerge from the pandemic. We had 24 active clubs – card games, board games and bingo; Pickleball, table tennis, walkers and carpet bowlers; ukulele players, tap dancers and mini music concerts; social clubs and snooker; knitters and gardeners. Our dedicated club conveners provide the glue that holds everything together and the inspiration to keep going in spite of the challenges we have experienced.

McKee clubs provide a place to gather, socialize, learn new skills and make new friends. We are truly a community within a community and our hearts and arms are always open to new members!

ASSET MANAGEMENT + SPECIAL PROJECTS REPORT BY ANDY PINCH

Asset Management

There has been very little to do with everything being shut down. We did have a challenging event in February when during the winter's "severe" cold spell one of the fire protection sprinkler lines froze and burst. This caused flooding in our board room and water to flow along the floor in other areas. When the main repairs were done and the restoration work begun we were able to enter the building and see what was salvageable and what was beyond repair. The files and supplies in the cabinets were not affected. Some of the fitness equipment was soaked and had to be replaced. The total replacement cost was below our insurance deductible. Once permitted by the City to re-start operations all necessary replacement equipment was purchased and in place for the reopening.

Special Projects (with Debbie Lindsey)

Two shredding fundraising events were held in the McKee parking lot in 2021, both of them while McKee was closed. Extraordinary measures were put in place to ensure the safety of both the volunteers and supporters. Both events were very successful. Special thanks go out to our volunteers who stepped up to the plate, following the strict Provincial Health Orders and Covid rules.

The only fund raising projects planned for 2022 are more shredding events – one in April and one in September. We are looking forward to our members both spreading the word and bringing their old paperwork in for disposal.

KITCHEN SERVICES REPORT BY MAE FORSYTHE

For 2021 there was no Director for this portfolio. Sadly, the departure of James Steel during the pandemic meant we reopened McKee without food services. This was very unfortunate for our members and the Board continued to diligently search for a new operator.

Meanwhile, the Kee Café provided coffee service in 2021 on a donation basis and will continue to do so until an operator can be found. Special thanks go out to the City staff who continued to make coffee for us every morning.

SPECIAL EVENTS REPORT BY MAE FORSYTHE

The Special Events Committee led by our capable coordinator Liz Salikin came together once the centre opened and Provincial Health Orders lifted sufficiently to allow social gatherings.

The committee was front and centre to welcome members back in October and brighten up the centre with seasonal decorations. We were able to hold the Holiday Luncheon in December 2021 before McKee was forced to close once again.

The Committee had several events planned for 2022:

May 13	Bluegrass Concert
June 10	Strawberry Tea
September 23	Mexican Luncheon
December 4	Delta Music Makers
December 15	Holiday Luncheon

I am truly grateful to the wonderful volunteers on the Special Events Committee who continue to make this a fun and special place to be. We hope you will come and join us to eat, drink and be merry.

VOLUNTEER MANAGEMENT REPORT BY FRAN SCHIFFNER

Volunteer Management

With the reopening of McKee, in October past volunteers were contacted to complete their Police Information Checks, required due to length of time of closure. The process was smooth and timely with most volunteers returning from previous years.

No Café volunteers were contacted during this time; however with the return of the Café in 2022, several volunteers are expected to return.

During December six new Customer Service volunteers were interviewed and trained to fill shifts.

A volunteer recruitment fair was planned for Feb. 2022 for the recruitment of volunteers and Board members for the annual AGM, but was cancelled due to COVID19.

During the reopening period October-December, Board members volunteered many hours scanning vaccine passports. A student volunteer program was introduced in November to complete vaccine passport scanning, covering weekend and evening shifts previously covered by Board Members. The student volunteer program continued on once we reopened in February, and ended when scanning was no longer required under Provincial Health Orders.

With the reopening in 2022 and the café now in operation, volunteers are now returning to assist in the daily duties.

Once again, we are able to recognize our volunteers with a special thank you from the Board during National Volunteer week in April, and a Volunteer Recognition Tea put on by the City.

McKee Scholarship

McKee House Seniors Society sponsored a \$500.00 scholarship with Delta Secondary School in 2021. The check was delivered however due to the pandemic there was no graduation ceremony or formal presentation to the winner. The 2021 recipient, Haley Eward, received the funds when she registered for her programs.

WORKSHOPS REPORT and PUBLICITY & ADVERTISING BY DEBBIE LINDSEY

Workshops

No workshops were held in 2021 due Provincial Health Orders however planning has begun for workshops to be held in 2022.

Seniors Week will be held Jun 6-11, 2022 and the following groups will present workshops during that week:

- ICBC - Driving Safety
- Delta Fire Department
- Delta Aquatics - Hands-on Life Savings First-Aid
- Delta Police Department
- Alzheimer's Society
- Pharmacist
- Ladner Library – Lifelong Literature

Publicity and Advertising

The only paid advertisement done in 2021 was announcing the virtual 2019/2020 Annual General Meeting.

COMPUTER SYSTEMS BY JACK MACDONALD

Two computers at the front desk were declared obsolete as they were incapable of being upgraded to Windows 10. The functions performed on these computers were consolidated into the POS computers, thus reducing the number of front desk computers from four to two. Both main printers were replaced because they deteriorated from damage possibly caused by the fire-sprinkler flood event in February 2021 and/or lack of use during the pandemic closure.

The credit card processing system required upgrading at the end of 2021 because of an incompatibility between the POS software and the terminals. December 31, 2021 was the last day that the old terminals could be used without incurring significant penalties from the credit

card processor. Although the replacement was initiated in 2021, the new equipment was not purchased and installed until January 2022.

SENIORS CENTRE COORDINATOR REPORT BY LISA PORTER

We want to begin by saying thank you to the McKee House Seniors Society Board of Directors for your hard work and dedication to the members of McKee over the past year, despite many obstacles you had to overcome dealing with Covid 19. While the centre was closed for most of 2021, re-opening in September, there were many positive outcomes for the senior's community. The Board was committed to carrying out their mission of fostering and promoting leisure activities for adults 50+ despite all challenges. We have enjoyed working with all the board members in different capacities and having the opportunity to learn from one another; it has been quite a different year for McKee. Below is a snapshot of some of the specific initiatives that took place in 2021:

- Attempted a soft opening in September for the Delta seniors community
- City supported programs and events prior to opening the centre were: Virtual programs, Encouragement in an Envelope (made possible by a New Horizons Grant), and Snow Angels, to name a few
- City of Delta Seniors bus resumed curbside pick up to and from destinations in Delta. Including trips to Fraser Health for vaccine clinics and the Senior Centres.
- Updated cleaning protocols throughout the Centre with the help of our building service workers
- Followed the Provincial Health Officer Orders and worked with the Society to support member safety initiatives, including passport vaccine checks
- Implemented the Communicable Disease Program
- Added clerical support, Rachel and Ravi, to the McKee Centre
- Supported the Society programs that returned on site
- Facilitated fundraisers such as the Shredding event
- Supported special events such as the Christmas Luncheon, McKee mini concerts

We would like to thank all of our current board members and all the best to the outgoing board members, thank you for your service to the senior's community in Delta. We would also like to give a warm welcome to the newly joining board members.

As the Coordinators of McKee, we look forward to continued growth in senior's recreation with a dedicated team effort from city staff and the Society to provide exceptional recreational activities to the senior's community of Delta.