



Seniors and Law Enforcement Together
Making a Difference in our Communities

June 26, 2012

11:00 AM, NWHU Boardroom

Attendance:

**Robert Schulz, chair
Ian Simpson
Donna McKelvie
Elva Ossachuk
Grace Roy
Bob Armit
Sue Drew
Mike Bird
Anne McCoy, OPP
Joanne Spence, DSSAB**

**Erma Armit
Krista Nielson, NWHU
Marjorie Katerick
Arlene Lamb
Gordon Ross
Ruth Caldwell
Vicky Wishart
June Caul
Grace Silander, SC – RRD**

**Regrets: Gerri Yerxa
Nell Laur
Bill Gushulak
Janet Loney
Wendy Judson**

- 1.0 Introductions were made for those present, and new attendees welcomed.**
- 2.0 Update: Final survey blitz at Safeway went extremely well – thank you to all that helped to make it happen.**
- 3.0 Update: EAGER B's – trip to Thunder Bay to explore the "Fabulous Fifties" group facility and activities was postponed due to flooding and is still to be rescheduled. A similar group from Kenora was slated to visit Fort Frances this week but that**

visit has been postponed to the fall. Group walks (pole-walking or regular walking) are scheduled for 2:00 on Mondays, meeting at The Harbourage. (note the location has changed from the previous Sorting Gap meeting place). The EAGER B's continue to explore and plan various opportunities for physical activity at low to no cost.

- 4.0 Update: website (www.ffsalt.com) – positive feedback has been continuing; the launch of the website and ALAG survey coincided well. **Note: any inquiries about the website should be directed to Nell.**

- 5.0 Update/Report: SALT Policies & Procedures – Mike, Anne & Krista worked together to update and revise the SALT policies & procedures to include details pertaining to financial procedures. See attached Policies & Procedures for details.

- 6.0 Financial Report: Grace Silander from Safe Communities- Rainy River District shared the financial request form and procedures used by SC-RRD (New Horizons grant money is flowing through SC-RRD).
 - A separate budget line in SC-RRD's account will show all transactions from the New Horizons grant money received. As per SC-RRD procedures, copies will be retained for 6 years. All original receipts will be kept on file with SC-RRD; Krista will also ensure that copies of all receipts/invoices be attached to meeting minutes as applicable.
 - At the SALT meeting on June 5, the group approved an expense to Westend Weekly in the amount of \$267.73 (for running a survey ad 3 times). This price did not include the 13% HST and in fact the invoice came to \$302.52. The group recognized the oversight and still approved the expense.
 - An invoice from Wilson's Business Solutions in the amount of \$66.55 was sent to SC-RRD for materials purchased for the ALAG survey. The bill was paid prior to approval of the SALT committee (in the interest of paying in a timely manner). Donna moved to approve the payment of the bill; June

seconded the motion. Future bills will not be paid without prior approval of the SALT.

- Grace shared a copy of the financial report from August 1, 2011 to June 30, 2012. There was a discrepancy between the financial report and the invoice received from Wilson's. Grace explained that this was due to an HST detail. As such, approval of the financial report was tabled until the next meeting, when the error can be corrected. See attached report & invoices for details.
- If an expense has been approved by the appointed "email approval committee" (which may be done in events where a decision must be made in a timely manner), confirmation of the email approval will be printed and attached to invoices & minutes as necessary.
- When money flows through the SC-RRD, *if* the money comes from a grant, there will be a 10% administrative fee paid to SC-RRD. *If* the money is a donation from an individual or service club, the administrative fee doesn't apply. **If additional money does come in, it will be dealt with separately from the NH Grant.**

7.0 Update: Ian Simpson will be working in a "co-ordinator" capacity with key SALT/ALAG events and activities (Strategic Planning session; Appreciation Gala; Survey wrap-up)

8.0 Update: ALAG survey – Ian will provide a written report to Krista, which will accompany meeting minutes. See attached report for details. As of this morning, the results of 574 surveys have been inputted into the system, with more still to be added.

9.0 Miscellaneous:

- A sub-group will meet on July 5 at 1:00 pm at the NWHU to begin plans for the ALAG post-survey reporting and follow-up strategic planning session (which will likely take place in early fall). The final survey report is due on August 1.
- The Senior's Appreciation Gala is scheduled for November 16th at the Rendez-Vous. Additional details will be made available once they are planned.

- The group discussed participating in the Emo Fair with a booth. The general consensus was that both SALT and ALAG have a lot on the go right now and that they will not be participating in the Emo Fair for this year.
- As SALT and ALAG have combined their past 2 meetings, we discussed if this should continue. Another joint meeting is planned for July 17th at 11:00 the Super 8; and both groups will break for August. Separate meetings will resume in September.

10.0 Adjournment: Motion to adjourn the meeting was made by Erma and seconded by Donna. The next meeting will be held on **Tuesday, July 17th at 11:00 at the Super 8 meeting room.**

