

MINUTES of a Meeting of the Board of Directors of the Kerrisdale Community Centre Society, held in the Board Room, 5851 West Boulevard, Vancouver, B.C., on Wednesday, January 26th 1983, at 8:00 P.M.

CHAIRMAN - Ivan Robertson

PRESENT: Directors: Millie Wright, Marion Drake, Pat Harrison, Dave Howden, Almaza Kroeschel, John Poruks, Trixi Hahn Grant, Carol Young, Kath Botham, Gerald Massing, Doug Woods
Also Present: Allan Bennett (Parks Board), Dorothy Asuma, James Dent, Len Cederholm, Doug Newstead, Cheryl Ross, Donna Ross, Doris Pinkham

EXCUSED: Liz Murray, Harvey Webb, Pat Kinney

RESIGNED: Linda MacDonald

Absent: Garth Thurber

INTRODUCTION OF GUESTS: The Chairman introduced Donna Ross and James Dent, Donna is Cheryl's sister and is here from Thunder Bay for three months on her practicum. James Dent is a solicitor in Kerrisdale and is a candidate for membership to our Board.

MINUTES: It was moved by Almaza Kroeschel and seconded by Millie Wright that

'the Minutes of the previous meeting be adopted as circulated, with the following amendment:

'The last sentence on Page 1 should be amended from "... income for the month of June 1982. 'to '...income up to and including the month of June 1982'.

CARRIED

BUSINESS ARISING THEREFROM:

POOL COVER: Will be dealt with under 'Special Projects.'

LETTERS: Letters were received from Marguerite Cornwall, Len Cederholm, Lea Peattie and Mark Shorter thanking the Board for their Christmas gifts and support during the year.

CAPITAL FUNDING: In Parks Board 1983 Capital Budget no funds were allocated to Kerrisdale. Parks Board will hold a Meeting on next Monday night at 8:00 o'clock to discuss what will be happening in 1983. There is concern about the pool facilities and cover which will be a priority for 1983. The problem of the pool cover must be dealt with before the summer season. The Arena will receive a fourth dressing room in 1983. \$20,000. for upgrading our mechanical system is still pending for Council approval.

FINANCIAL REPORT: It was moved by Dave Howden and seconded by Marion Drake that

'the Balance Sheet as at November 30th, 1982, and the Statement of Revenue, Expenses & Budget Comparison for the month of November and three months to date be approved as circulated.'

CARRIED

Lea Beattie is on top of the investment programme from day to day.

The Members' Equity is being reduced because expenditures for upgrading of equipment.

Len Cederholm queried the racquetball figures.

Trixi Hahn Grant again pointed out that there was a revenue discrepancy of approximately \$5,000. between the figure of \$121,017 brought forward on a cumulative basis, and that of \$125,791 added on a month-to-month basis, a difference of \$4,774 as at June 30th, 1982. When this is added to a discrepancy of \$1,128 at November 1981, the difference is \$5,902. This arises in our own monthly statements but the auditors have not mentioned any such discrepancy in their review of the period. Trixi questioned whether the auditors should have reconciled the difference in our statements even though the audited statements show no discrepancy.

When we started off this year we decided to use 4 separate quarterly budgets rather than a single budget for the full year. The fall budget was based on actual revenue received in September, working on individual items compared to previous expenditures.

The Winter programme budget is based upon actual revenue taken in on January 8th, and a comparison made with the same period last year to come up with a 3 month budget period this time.

It was moved by Dave Howden and seconded by Almaza Kroeschel that

"the Budget be accepted as presented."

CARRIED

Trixi Hahn Grant stated that the Programme Committee worked on a 30% overhead over expenditures. This year it was interesting to note that the budget was 15%. The budget for winter has a 28% difference. \$52,000 was taken in; this time last year it was \$40,000. Special Events at Christmas were not taken into consideration in the Programme Committee's budget, which was part of the reason that the Activities Income was above \$42,000.

The Spring Break will bring in extra revenue during a week of special activities.

Trixi questioned whether the winter budget is adequate. She will speak to Garth Thurber as she feels it should be changed to reflect actual figures, and there should be more information and discussion of procedures.

The question of the budget was referred to the next Finance Committee meeting.

DIRECTORS:

We will need six to eight new Directors this year, and we are authorized to elect up to nine.

It was moved by Trixi Hahn Grant and seconded by Almaza Kroeschel that

"up to nine candidates receiving the most votes be elected for two year terms, and up to the next five receiving the greatest number of votes be appointed for one year terms."

CARRIED

WINE & CHEESE
PARTY

A Wine & Cheese party will be held in the Board Room on Wednesday, February 16th, from 8 to 9:30 p.m. for Directors, potential Directors and escorts.

Almaza Kroeschel and Len Cederholm will take care of the details, and a permit can be obtained to serve liquor.

ANNUAL
GENERAL
MEETING:

Dorothy Asuma reported that the Dunbar Community Centre holds its Annual General Meeting on the 4th Wednesday in February, and unfortunately this year ours conflicts with theirs. They have invited the Park Commissioners to their Meeting.

We will hold the usual brief meeting of the Board of Directors after the Annual General Meeting.

LIABILITY
INSURANCE:

A memo has been received from City Hall on liability insurance, which was passed over to Gerry Massing for attention.

ADJOURNMENT. It was moved by Trixi Fahn Grant that

"the Meeting adjourn."

Adjournment took place at 9 05 p.m.

THE ANNUAL GENERAL MEETING OF THE KERRISDALE COMMUNITY CENTRE SOCIETY WILL BE HELD IN THE AUDITORIUM ON WEDNESDAY, FEBRUARY 26th 1983, AT 8:00 P.M., TO BE FOLLOWED BY A MEETING OF THE BOARD OF DIRECTORS.

Dore M. Pinkham
Recording Secretary

MINUTES of a Meeting of the Board of Directors of the Kerrisdale Community Centre Society, held in the Auditorium, 5851 West Boulevard, Vancouver, B.C., on Wednesday, February 23rd, 1983, at 8:40 p.m.

CHAIRMAN - Ivan Robertson

PRESENT: Directors: Dave Howden, John Foruks, Garth Thurber, Jennifer Hohmann, Liza Lutchison, Jim Dent, Peter Green, Gerry Massing, Rod Jamkeson, Kath Dotham, Almaza Kroeschel, Doug Woods

Also present: Doris Pinkham

EXCUSED: Millie Wright, Pat Harrison, Harvey Webb

ELECTION OF OFFICERS: After Ivan Robertson welcomed the new members to the Board, the election of Officers took place.

For President, Dave Howden nominated Ivan Robertson.

There being no further nominations, it was moved by Jim Dent that

"nominations cease."

CARRIED

Ivan Robertson was duly elected President by Acclamation.'

For Vice President, Almaza Kroeschel nominated Gerry Massing. John Foruks nominated Dave Howden, who declined to run and withdrew his name.

It was moved by Dave Howden that

"nominations cease."

CARRIED

Gerry Massing was duly elected Vice-President by acclamation.

For Vice-President, Garry Massing nominated Almaza Kroeschel.

It was moved by Peter Green that

"nominations cease."

CARRIED

Almaza Kroeschel was duly elected Vice-President by acclamation.

For Treasurer, Dave Howden nominated Garth Thurber.

It was moved by Jim Dent that

"nominations cease."

CARRIED

Garth Thurber was duly elected Treasurer by acclamation.

For Secretary, Almaza Kroeschel nominated Dave Howden.

It was moved by Gerry Massing that

"nominations cease."

Dave Howden was duly elected Secretary by acclamation.

CARRIED

For Solicitor, Alraza Kroeschel nominated Jim Dent,

It was moved by Gerry Massing that

"nominations close."

CARRIED

COMMITTEES:

The Executive will meet in order to decide on Committee structure. The new Board Members should let the Executive know in which Committees they are interested, as each member is expected to serve on at least one Committee.

The Pool Committee needs three volunteers.

Special Events need an active Committee.

Publicity should be linked closely with the Special Events Committee to advertize our Flea Market, etc.

The Executive will report on Committee structure at the next Board Meeting on March 23rd, for approval by the Board.

Kath Botham and Mark Shorter have worked on an application for a summer works grant to cover day camp expenses, and are hoping to get three students.

Ivan Robertson reported that Caroline Cook has volunteered her services to the Pool Committee and might possibly join our Board. It is difficult for Cheryl Ross to arrange pool programmes because of the possible shutdown of the pool for at least two months because of the problem with the filters, but we will keep in close touch with Peter Hamer of the Parks Board, who is in charge of the staff pool cover committee. There is a real danger in covering and uncovering the pool and there is the problem of vandalism. We may have to advise on whether the pool should have to remain covered or uncovered for a period of time, and Board members should be prepared to consider the question.

Dave Howden explained the relationship of the Arena to our Centre. The Arena was originally the responsibility of the Centre but when it became too expensive to run the Parks Board took over. We continued to have input and recently have been given authority to approve all appointments to the Arena Advisory Board.

The Pool is a separate entity responsible to Len Cederholm, as is the Arena. The financial aspects of the Pool are completely separate from our Society. The Aquatic Director sits in at our Board Meetings.

ADJOURNMENT:

It was moved by Alraza Kroeschel that

"the Meeting adjourn."

CARRIED

Adjournment took place at 9.15 p.m.

Louise M. Pinkham
Recording Secretary

MINUTES of a Meeting of the BOARD OF DIRECTORS of the KERRISDALE COMMUNITY CENTRE SOCIETY, held in the Board Room, 5851 West Boulevard, Vancouver, B.C., on Wednesday, March 23rd 1983, at 8:00 P.M.

CHAIRMAN: Ivan Robertson

PRESENT: Directors: Gerry Massing, Marion Drake, Kath Botham, Peter Green, John Poruks, Almaza Kroeschel, Dave Howden, Garth Thurber, Millie Wright, Pat Harrison, Liza Hutchison, Rod Jamieson, Jim Dent
Also present: Dorothy Asuma, Len Cederholm, Doris Pinkham

EXCUSED: Doug Woods, Jennifer Hohmann & Harvey Webb

MINUTES: It was moved by John Poruks and seconded by Almaza Kroeschel that

"the Minutes of the previous Meeting be adopted as circulated subject to the consideration of alterations to be suggested by Trixi Hahn Grant as and when put forward."

CORRESPONDENCE: A memorandum from Gordon Lindall re liability insurance was handed to Gerry Massing to liaise with Jim Dent.

In connection with the West Area Brochure, Dorothy Asuma would like to convene a meeting between the West Area representatives and staff on March 29th.

We have two items of serious import:

1. Letter to Mr. Kondrosky of March 3rd.
2. Minutes of a Meeting of the Special Projects Committee on March 8th.

POOL COVER: Pool cover must be replaced. There is a question of who will pay for it. The pool is not a Community Centre facility as such, but we have a lot of input. We will have to take a hand in getting replacement under way. The Special Projects Committee recommends that we commit ourselves to pay \$50,000. by the end of 1984, and adopt that position with the Parks Board, on the basis that we would raise the money through a surcharge on memberships and perhaps activities, Special Events, etc. The filters will be replaced in September and it would be convenient if the cover replacement could be done at the same time. The cover is coming off this summer. Dorothy Asuma recommended that the money should not be definitely committed by us until the Parks Board money is available. Pat Harrison asked if the money could be used for something else if it is not needed for the pool. The answer would appear to be, NO.

It was decided to defer the matter and bring it back to the next Meeting.

Dave Howden explained our frustration over the years, and Peter Green said the roof is disintegrating because of it's damaged condition. There is no estimate yet for replacing the roof so we have no idea of what the cost of remedial steps will be.

Gerry Massing suggested that the Board offer to make a commitment in principle. Len Cederholm suggested that the Special Projects Committee work on a regular basis with the Parks Board planning staff.

A decision was tabled until the next Meeting and it is hoped that Mr. Kondrosky will have replied to Ivan by then. Dave Howden agrees that a commitment in principle may be the answer.

CAPITAL IMPROVE-
MENTS FOR SENIORS:

We do not have an overly large amount of money from the Plebiscite so a facility for the Seniors would have to be limited. However, based on the input we have through Millie, the Seniors need something more extensive providing facilities for more than recreation. Also, money is needed immediately for preliminary planning. This Board will have to approve the wider concept which will be something along the lines of the West Vancouver Centre. Directors should think about it with a view to so resolving, if thought fit, at our next meeting.

SENIORS' FEE
REDUCTION:

It was moved by Kath Botham and seconded by Pat Harrison that

"Seniors 65 years and over be admitted to regular classes at half the adult fee with the stipulation that they register after the first day and that only 15% of the enrolment in a class be filled on this basis unless approved by the Centre Staff."

CARRIED

FINANCIAL
REPORT:

Owing to the death of our Accountant, Lea Beatty, there is no Financial Report this month. Necessary cheques have been issued.

We are now in the process of hiring a new Accountant, and are running a small bank overdraft just now.

PERSONNEL:

As Marguerite Cornwall is retiring on April 15th, we have advertised for a new Evening Secretary as well as Accountant. So far there have been 200 applications for the positions.

ARENA:

Two Meetings of the Advisory Board have been held. One was to set up next year's schedule.

The Lacrosse team which comes in after the ice is taken out want permission to sell beer and wine by the cup in a separate section of the Arena. The Arena Advisory Board are not against this proposal and Parks Board have already decided what section should be designated for this. The Arena remains open after the games and the players would have a place to go and relax with guests.

It was moved by Marion Drake and seconded by Dave Howden that

"this Board has no objection to the sale of beer and wine in a supervised designated area of the Arena within the Booster Club for private club members and guests."

CARRIED

Peter Green Dissented.

EXECUTIVE
COMMITTEE

Report submitted.

Committees and Liaisons were approved for the coming year as settled by the Committee except as follows:

Pat Harrison will not serve as Chairman of the Special Events Committee, and Linda MacDonald has offered to take over the position if she can do it without being a Board member. Gerry Massing will check on this.

Pat Harrison's name should be added to those on the Special Projects Committee.

DROP-IN FITNESS:

It was moved by Kath Botham and seconded by Almaza Kroeschel that

"anyone who attends a drop-in fitness class should be a member of the Centre."

CARRIED

Len Cederholm should seek direction from the Programme Committee on the monitoring of this. Almaza Kroeschel will be attending the Thursday classes and can check on memberships for the night.

KERRISDALE DAYS:

Most details have been finalized. On April 23rd our Centre will hold the Flea Market, Tea Party and Charity Bingo. This Tea Party will be sponsored by various merchants, who will donate tea, doughnuts, cheeses, etc., as well as provide the entertainment. Our Society has been asked to provide cream and sugar at a cost of up to \$50.00.

It was moved by Rod Jamieson and seconded by Millie Wright that

"we spend \$50.00 on the Tea Party."

CARRIED

Garth Thurber dissented.

Len Cederholm was asked to get a written agreement with the Merchants' Association on revenue sharing, etc.

Dave Howden feels that Len Cederholm, with the guidance of our Board Members, should continue working with the Merchants' Association. The Finance Committee will meet with him.

ADJOURNMENT:

It was moved by Marion Drake that

"the Meeting adjourn."

CARRIED

Adjournment took place at 8:45 p.m.

Dorothy Pinkham
Recording Secretary

MINUTES of a Meeting of the Board of Directors of the Kerrisdale Community Centre Society, held in the Board Room, 5851 West Boulevard, Vancouver, B.C., on Wednesday, April 27, 1983, at 8:00 p.m.

CHAIRMAN - Ivan Robertson

PRESENT: Directors: Doug Woods, Marion Drake, Pat Harrison, Millie Wright, Garth Thurber, David Howden, Almaza Kroeschel, Peter Green, John Poruks, Jim Dent, Kath Botham, Liza Hutchinson.

Also present: Allan Bennett, Dorothy Asuma, Doris Pinkham.

EXCUSED: Jennifer Hohmann, Rod Jamieson, Gerry Massing.

Ivan Robertson welcomed Allan Bennett to the meeting.

MINUTES: The President submitted the Minutes of the March meeting and, after discussion, it was moved by John Poruks and seconded by Almaza Kroeschel that

"the Minutes of the March meeting be adopted as submitted except that the entire section on page 2 under 'SENIORS' FEE REDUCTION' be deleted."

CARRIED

FINANCIAL

REPORT: A number of candidates was interviewed for the position of Accountant and Onno Bakhoven was selected. He was here for registration.

The appointment of Mr. Bakhoven on a probationary basis was approved.

BUDGET: The Treasurer submitted the budget for the Spring Programme and specifically referred to the following matters:-

Activity Revenue was based on what was taken in at registration plus \$2,000 additional, less cancellations to date.

Interest is based on the current term deposit rate of 7½%.

Membership Revenue is based on a projection of what we have received to date, plus what is expected for a total of \$2,400.

Racquetball revenue is higher but declines during the summer months.

The cost of running programmes is 82% of the Activities Revenue.

No audit fees are included for the next three months.

Employee Benefits are based on the salary and wage rate.

Postage and Stationery have been increased.

The Spring Programme brochure has already been paid for and the Summer one is due in June.

Special Events have been allotted a token amount.

Wages are based on the actual payroll.

Conferences and Advertising have not been allotted anything.

The excess of Deficit over Revenue is projected at \$1,850, to come out of Members' Equity.

BUDGET: (Continued)

It was moved by Garth Thurber and seconded by John Loruks that

"the Budget for the Spring Programme - April - June 1983 be approved as submitted."

CARRIED

FINANCIAL STATEMENTS:

The Treasurer submitted the February and March 1983 monthly financial statements and it was moved by Garth Thurber and seconded by Almaza Kroeschel that

"the balance sheets as at February 28th., and March 31st., 1983, and the Statements of Revenue, Expenses, and Budget Comparison for the months of February and March, and the 6 and 7 months of the current fiscal period respectively, be approved as submitted."

CARRIED

Marion Drake queried the expenditure of \$373.84 for Advertising, feeling it was extremely high to advertise for an Accountant and Evening Secretary, but it was explained that our present policy is to advertise in the Sun and Province which accounted for the bulk of the cost. The matter was referred back to the Personnel Committee to consider changes in our present policy.

PUBLICITY: The question of the sign board was not discussed and was referred back to the Finance Committee. The Flea Market was not well advertised. The Executive Committee will meet next month to discuss the entire question of publicity.

CORRES-

PONDENCE: A letter was received from member Irene Sawchuk, expressing an interest in becoming a member of the Board.

MOTION: It was moved by Doug Woods and seconded by Kath Botham that

"Irene Sawchuk be appointed to the Board."

CARRIED

The President extended accolades to Dorothy Asuma for her suggestion that we apply to the Provincial Government for lottery money to be used for Capital Improvements. \$400,000 has been allotted to Kerrisdale, with half the money forthcoming when the project is half completed and the rest when it is finished.

The Special Projects Committee recommended that the Board adopt a policy for a full capital programme for both recreational facility improvements and a Seniors' activity centre. The activities to be encompassed will go beyond recreational but there will be a large overlap in use of the facilities. The City of Vancouver staff is solidly behind the Seniors' Activity Centre. The City of Vancouver will have to be approached for operational funding.

Food service is a need. Garth Thurber felt it might cut down on the flexibility of the facility. Various craft rooms are also needed.

Capital Improvements (Continued)

The Seniors' facility represents 60% of the funds. The other \$1,000,000 of the 25 million dollars needed will go to other things. We intend to get funding from people who want to contribute to Seniors.

MOTION: It was moved by Millie Wright and seconded by Almaza Kroeschel that

"capital improvements to be planned include an activities centre for Seniors along the lines of that in West Vancouver, and that capital funding be sought and planning be done on that basis in accordance with enunciated Parks Board policy."

CARRIED

Dorothy Asuma mentioned Senior facilities such as Century House and Silver Threads in Victoria. Peter Green is gathering information. Allan Bennett suggested that the report already prepared by his Committee on Recreation & Aging can be very helpful. Certain areas should be only for Seniors; other areas for both.

ARENA: Regarding the liquor permit for the Arena, a letter has been received from Dr. John Leroux expressing concern about the proposed liquor policy. He will be informed by letter that the Kerrisdale Courier article, on which his views are based, is in error. There will be no sales during the game and only members of the Booster Club and guests will be allowed in afterwards. It will not be open to the public.

POOL

COVER: Rudy Roelofsen of the Parks Board has no suggestions as to where funds will come from to remedy the pool cover problem. It was suggested that we apply for money from the Contingency Fund, and get the support of the staff.

The planned regular closure is now down to 3 weeks from 5 but if the filters have to be replaced the closure will be longer.

LETTER: A letter was received from Kathy Baldwin regarding a UN Seminar, which was passed on to the Finance Committee.

REPORT ON
RECREATION
& LEISURE
NEEDS OF
SENIORS:

Marion Drake presented a resume of the Report on Recreation & Leisure Needs Of Seniors, including the following commendations:

Staff and Volunteers should go through a training programme by July 1st.

There should be year-round programmes 7 days a week from 10 to 5.

The Senior Network is getting under way in this district.

By June 1st., 1983, a directory should be ready to provide a list of available Senior services.

Counselling and referral should be available at or through each Community Centre by March 31st.

MOTION: It was moved by Marion Drake and seconded by Millie Wright that

"our Board endorse the implementation plan of the Seniors' policy as recommended."

CARRIED

SENIORS' FEES
FOR CLASSES:

After reconsideration, the Programme Committee recommended that those 65 and older be admitted to regular adult classes for 2/3 of the fee with no restrictions whatsoever. This has been endorsed by the Seniors Committee.

MOTION:

It was moved by Kath Botham and seconded by Marion Drake that

"the above recommendation be implemented."

CARRIED.

SENIORS' DAY:

A major event is being planned at BC Stadium for June 21st. - Seniors' Day. Half of BC Place is being rented and Parks Board is providing staff to co-ordinate it. People have come forward with funds.

There will be various types of displays such as a collection of historic things, etc. Anything relevant to Seniors is included. Chuck Bailey initiated it.

ADJOURNMENT:

It was moved by Almaza Kroeschel that

"the meeting adjourn."

Adjournment took place at 9:25 p.m.

Norma M. Pinkham
Recording Secretary

MINUTES of a Meeting of the Board of Directors of the Kerrisdale Community Centre Society, held in the Board Room, 5851 West Boulevard, Vancouver, B.C., on Wednesday, May 25th., 1983, at 8:00 p.m.

CHAIRMAN - Ivan Robertson

PRESENT: Directors: Marion Drake, Garth Thurber, Millie Wright, Peter Green, Liza Hutchison, Pat Harrison, Almaza Kroeschel, Irene Sawchuk, John Poruks, Jim Dent.

Also present: Dorothy Asuma, Len Cederholm, Doris Pinkham.

EXCUSED: Dave Howden, Kath Botham, Doug Woods, Gerry Massing.

The President introduced Irene Sawchuk, a new member of our Board.

He then thanked Marguerite, the retiring Evening Secretary, for her years of service to the Centre, and presented her with a string of pearls as a token of our esteem.

MINUTES: It was moved by Almaza Kroeschel and seconded by John John Poruks that

MOTION: "the Minutes of the previous Meeting be adopted as submitted."

CARRIED

FINANCIAL REPORT:

It was moved by Garth Thurber and seconded by Almaza Kroeschel that

MOTION: "the Balance Sheet as at April 30th., 1983, and the Statement of Revenue, Expenses and Budget Comparison for the month of April 1983 and 8 months to date be approved as submitted."

CARRIED

Revenue is much higher than Budget because of the inclusion of the soccer money.

Postage & Stationery is much more than Budget because of the purchase of a supply of the new form of activity receipts.

The Statements reflect the probationary salary of the Evening Secretary.

Garth Thurber reported that the request for a donation to a UN Conference was turned down.

CORRESPONDENCE:

Another letter was received from Dr. Leroux asking us to review our position, but the points he raises are beyond what we are entitled to consider. Other bodies have that responsibility. Both Doug Mowatt and Grace McCarthy approved our position.

The President is to write to Dr. Leroux so advising.

EXTRA FUNDS:

Dorothy Asuma reported that we will get \$30,000 from the pool and \$8,900 for a small roof repair.

The Arena has lost funding for the one or two items proposed. A more vocal pursuing of funds will be undertaken and The Advisory Board will be asked to prepare a statement of what is needed. The fourth dressing room will be finished.

REVENUE CANADA:

The Minutes of the Meeting of Community Centre Presidents contained information that Revenue Canada is carefully looking into the question of independent contractors at Community Centres. This is an administrative action from which, we are told, there is no legal appeal. The problem is that employers are responsible for deducting certain items from employees, and are also required to add the contribution

Minutes of the Meeting of the Board of Directors - May 25, 1983

REVENUE CANADA: Continued)

for Canada Pension. We apparently have some such instructors on staff. The matter was referred to the Finance Committee to check the Dunbar situation. Assessments have been issued against Dunbar.

PARKS BOARD

ANNUAL REPORT:

The West End Centre appears to be the most widely used and fastest growing centre. Apparently it draws from a very dense population and is used by clubs and various organizations.

Dorothy Asuma would like to promote an interchange of members going to the Board meetings. Ivan Robertson will try to arrange to go to one of their next monthly meetings and then invite their President to come to one of ours.

POINT GREY
SCHOLARSHIP:

The Executive Committee has received the President's report on continuing the \$200.00 scholarship to Point Grey School, and recommends no change in that policy.

REGISTRATION
FORMS:

\$2,000 has been spent on new registration forms, and a discussion took place on the feasibility of using a computer to fill in the forms. Dunbar and West Point Grey are already using the system. However, a quote of \$100.00 to adapt the computer to our needs has increased to \$500.00. A decision will be needed soon, and on Garth Thurber's suggestion the matter was referred to the Finance Committee.

FILE FOLDERS:

Len Cederholm recommended the purchase of approximately 25 Duo-Tang file folders at a cost of \$9.75 each to replace our present system for filing our monthly Board meeting minutes, statements and reports. Marion Drake felt that in view of the cost our present system was adequate.

The matter was referred to the Finance Committee.

ADJOURNMENT:

It was moved by Almaza Kroeschel that
"the meeting adjourn."

CARRIED.

Adjournment took place at 8:55 p.m.

Doreen Pinkham
Recording Secretary

MINUTES of a meeting of the Board of Directors of the Kerrisdale Community Centre Society, held in the Board Room, 5851 West Boulevard, Vancouver, B.C., on Wednesday, June 22nd. 1983 at 8:00 p.m.

CHAIRMAN - Ivan Robertson

PRESENT: Directors: Marion Drake, Millie Wright, Irene Sawchuk, Jim Dent, Almaza Kroeschel, Kath Botham, Gerald Massing, John Poruks, Garth Thurber, Peter Green.

Also present: Dorothy Asuma, Len Cederholm, Doris Pinkham.

EXCUSED: Dave Howden, Pat Harrison, Jennifer Hohmann, Rod Jamieson, Doug Woods and Liza Hutchison.

MINUTES: It was moved by Almaza Kroeschel and seconded by John Poruks that

"the Minutes of the previous meeting be adopted as submitted."

CARRIED

FINANCIAL
REPORT:

A new account for the Seniors' Building Fund had not been set up at the date of the Balance Sheet but is now in place.

Expenses have been higher than anticipated.

It was moved by Garth Thurber and seconded by Almaza Kroeschel that

"the Balance Sheet as at May 30th. 1983, and the Statement of Revenue, Expenses and Budget Comparison for the month of May 1983, and 9 months to date be approved as submitted."

CARRIED

COVERED
WALKWAY:

Len Cederholm reported that a plan has been received from the Parks Board regarding a covered walkway to be added to our front entrance. As we are planning capital improvements we do not want something that will have to be ripped out next year. The matter was referred to the Special Projects Committee.

CORRESPOND-
ENCE:

A letter was received from Lillian Frederick, a former member of our staff, complaining of the conduct of Grace Pirie, the Seniors' Co-ordinator. Two other letters were received raising the same objections.

The matter was referred to the Seniors' Committee for enquiry and report.

A letter of thanks was received from Marguerite Cornwall for our gift.

An acknowledgement of the receipt of material sent to Jack Austin was received. Our material requested a Federal Government contribution of \$800,000.00 to our capital improvement fund.

A communication was received from the Kerrisdale & District Commercial Association regarding fees. The letter was passed on to Almaza Kroeschel for clarification.

Meeting of the Board of Directors, June 22, 1983

CORRESPOND-
ENCE (Cont'd)

A letter of thanks was received from the Graduating Committee of Point Grey School thanking us for our scholarship. Ivan Robertson presented it to the winning student.

PUBLICITY
COMMITTEE:

Susan Sims of the Courier has agreed to accept a position on our Publicity Committee. Ivan Robertson will speak to Rod Jamieson, Chairman of the committee.

FLEA-MARKET:

The Fleamarket will be held in the Arena in July and the Special Events Committee will contact Susan to organize publicity. Len Cederholm will also be consulted.

The Seniors are going to have a Strawberry Tea. Kath Botham will ask Linda MacDonald, Chairman of the Special Events Committee to call a meeting. Anyone interested in attending is asked to leave his or her name with Almaza Kroeschel. A decision will have to be made on what budget will be needed to advertise the Flea-Market.

ARENA:

It was moved by Marion Drake and seconded by Almaza Kroeschel that

"Harry Buker, a long-time member of the Kerrisdale Figure Skating Club, be appointed to the Arena Advisory Board."

CARRIED

AWARD FOR
CONTRIBUTION
TO OUR CENTRE:

Ivan Robertson reported that a letter was received from Doug Mowat of the Board of Parks & Recreation, advising that the Department is going to inaugurate a programme to recognize merit and award people who have made a significant contribution to Community Centres, at a presentation dinner in September, and a reply as to whom our candidate will be is needed by July 8th.

Dave Howden is our choice as he has been a Director of our Board for many years and twice President. He also started Peewee Soccer. The Parks Board requires a brief biographical sketch, and Doug Woods will be consulted in this regard, also Allan Bennett would be a good source of information.

DR. LEROUX:

Another letter has been sent to Dr. Leroux in response to his further reservations about the wine and beer policy of the Arena.

REGISTRATION
FORMS:

The first quotation for custom programming applications for registration was \$100.00; this was subsequently raised to \$500.00. After discussion a figure of \$325.00 was agreed upon. They are committed to 2¢ per form, and we have requested documentation for the two years' supply.

It was moved by Garth Thurber and seconded by Almaza Kroeschel that

"the bill for the printing of registration forms be approved."

CARRIED

SIGNBOARD:

The signboard will cost approximately \$2,800. The Parks Board will do the wiring and landscaping. We will not be charged for the landscaping. The total cost

Meeting of the Board of Directors, June 22, 1983

SIGNBOARD
(Cont'd)

with wiring will be approximately \$3,500. We could lease a sign for \$80.00 a month. This will be discussed at the next executive meeting.

ADJOURN-
MENT:

It was moved by John Poruks that
'the meeting adjourn.'

CARRIED

Adjournment took place at 10:25 p.m.

Douglas M. Pinkham
Recording Secretary

MINUTES of a Meeting of the Board of Directors of the Kerrisdale Community Centre Society held in the Board Room, 5851 West Boulevard, Vancouver, B.C. on Wednesday July, 27, 1983 at 8:00 p.m.

CHAIRMAN - Ivan Robertson

PRESENT: Directors: Marion Drake, Millie Wright, Peter Green, Pat Harrison, Dave Howden, Almaza Kroeschel, Jim Dent, Rod Jamieson, Irene Sawchuk, Kath Botham and Jerry Massing.

Also present: Mark Shorter, Doris Pinkham

EXCUSED: John Poruks, Garth Thurber, Liza Hutchison, Doug Woods.

ABSENT: Jennifer Hohmann.

MINUTES: It was moved by Dave Howden and seconded by Marion Drake that
"the minutes of the previous meeting be adopted as submitted."

CARRIED

BUSINESS
ARISING

THEREFROM: The sloped walkway at the front of the building is not incompatible with our capital planning, so the Parks Board have been asked to go ahead.

Almaza Kroeschel reported that our fees for the Kerrisdale Merchants' Association have been reduced from \$85.00 to \$55.00.

FINANCIAL
REPORT:

It was moved by Dave Howden and seconded by Almaza Kroeschel that

"The Balance Sheet as at June 30, 1983 and the Statement of Revenue Expenses and Budget Comparison for the month of June 1983 and 10 months to date be approved as submitted."

CARRIED

The Statement of Revenue is close to Budget figures on significant items and close to the break-even point for the year.

There was nothing to report on budget procedure;

READ-O-
GRAPH:

It was moved by Dave Howden and seconded by Marion Drake that

"the purchase and installation of a Read-o-graph sign to be approved in principle and the cost to be met out of the Special Projects Reserve, such cost to be approved by the Board."

CARRIED

SPECIAL

PROJECTS: A detailed optional plan is now being prepared for submission to the Parks Board for funds by the end of October. Target date for completion is the end of September.

There is a lack of progress in raising the additional monies we need.

Capital cost for the entire project is \$2,500,000. We are hoping to get \$800,000 from the Federal Government. Contact has been made with the offices of the two B.C. Senators. Their assistants are very supportive but cannot find a pigeonhole for us. There are complications re. the NEED programme. It now appears there may be a possibility that

SPECIAL PROJECTS (continued)

some plan may be devised to make an application work. We will be losing a Board member now, Peter Green, whose resignation takes effect after this meeting. He has explained part of his proposal to the Parks Board concerning our Capital plans and how the NEEDS application can be made to work for us to obtain \$800,000 from the Federal Government.

There are two major problems. We will have to use as workmen U.I.C. expirees and will have to take whatever the Unemployment Office sends us. The project manager will have to look at these people and see if they fit. The money obtained depends on the number of persons employed. A private organization application would make the rate \$400.00 per person per week and we would need 80 people for 20 weeks. The project manager has to present a coherent plan to the NEED people as to how they will be used. It must be done on the project management basis and the manager has full responsibility. The Parks Board has to approve these plans as well as ourselves. The amount for application, preparation and plans will be five figures. Peter Green's firm will put together a proposal whereby our capital plan will go ahead on this basis.

All Parks Board jobs go out to tender and there is some question as to whether they would accept this type of administration. Mr. Kindroski, Al Argent and Dorothy Asuma have been consulted by the President. Pitfalls were pointed out by the Parks Board. There will be no control over the kind of workers sent. How can we be sure we are going to get the building finished? It may be a viable proposal but there could be lack of motivation, with people used to earning much more getting \$5.00 to \$6.00 per hour.

We can depend on Parks Board staff if this is a viable project. Allan Bennett is squarely behind this project, and asked Peter Green to present this proposal to us. Peter and David Eaton are working on what can be done.

The Health Unit will contribute a bit to defraying the cost of the Centre. A lot of their programmes are aimed at seniors.

The Minutes of the meeting of the Special Projects Committee on July 27, were summarized for the Board.

Peter Green presented plans of our present Centre with his proposal for the new facility and alterations to our present one.

The present administration area is inadequate. One of the obvious things to do is to see where is the place to build. The Senior Citizens' building should be separate. A 10 foot wide corridor would run between the existing Centre and the new Senior Citizens' area. One problem is control and a larger administration area could be used for this. The corridor would have administration control at each end which would fit in very well with the existing facilities. 15,000 square feet would be provided for the Seniors and 15,000 square feet for the Health Unit. The pool changing area would be revamped. The lounge area could be enlarged. The downstairs area would be basically the same but better use could be made of the rooms.

The Library could be extended at the front of the existing building or the basement area of parking could be used.

SPECIAL PROJECTS (continued)

The new work will probably require union labour for the foundations and steelwork and the shell of the building, and then alterations could be done by the NEED people - pulling down existing walls, tiling floors and various other things. We will probably need a contract for certain things. New parking will probably be two storey. The proposed plan will be taken to the parks Board and then a detailed application will be made for NEED.

The Unemployment Insurance people sent a list of persons who are free to project managers.

Allan Bennett wanted us to discuss the proposed plan this evening to see whether anyone had any reservations. At the present time there seems to be no alternative, but what if we spend this money for the application and then the application is turned down? We have met with the NEEDS officer and he says it can't miss. The expensive part is the plans. The Parks Board would agree to prepare the plans for us and then apply the charge to us against our \$750,000. \$400.00 per person is given to private sponsor applications. Other organizations have been accepted as private sponsors. Basically on the NEEDS programme 2/3 of the money goes in wages and 1/3 in materials. A private sponsor must purchase those materials.

However, the first step, which is merely considering Peter's proposal, will not cost us anything so Peter Green has been asked to go ahead with the preparation. The NEED programme will pay for the plans both for construction and our plan to go to Parks Board. The cost of the plans will go into the application. Only the Parks Board can approve expenditure of the \$750,000. Any Board member is welcome at the next Special Projects meeting. We are getting into fairly detailed planning.

CORRESPONDENCE:

A letter was received from SAKRA, who presently have a weekend Drop-In with us, saying that their weekday Drop-In is being lost. They request that they be allowed to come into our Lounge or set up an area table or perhaps use some of our counter space in the Lounge. There are advantages to us also in doing this. The New Horizons grant is coming to an end. The provincial grant will continue until the end of next March. A large number of Seniors can have information and help from the Health Department and our Centre. Two workers do Outreach, knocking on doors.

The Seniors cannot afford the rent of an office of \$325.00 a month, and the present one on West 37th. is off the beaten track. If they come to our Centre, an information programme would be set up and they would put in their own phone line staffed by two paid workers and volunteers, to get counselling etc.

It was moved by Almaza Kroeschel and seconded by Dave Holden that

"the request of SAKRA be approved."

CARRIED

Parks Board sent a letter reporting that a committee of very capable people is being set up concerning the totem poles in Stanley Park.

CORRES-
PONDENCE:
(cont'd)

Western News communicated with the Programme Committee requesting the opportunity to distribute our fall and winter programme brochures. The Programme Committee will discuss it.

A letter from Computer Systems was referred to Dave Howden.

Mayor Harcourt sent along a brochure on Downtown Core planning. Receipt will be acknowledged.

NEW
DIRECTORS:

The Executive Committee met to discuss this year's Nominating Committee and guidelines for new Directors. Input is welcome as this is being given top priority.

The next meeting of the Executive Committee is on August the 18th.

Complaints regarding the conduct of Grace Pirie have gone to the Seniors' Committee and Executive Committee, and nothing negative has been found. The Seniors' Committee and our Co-ordinator suggested a letter of commendation be sent to her but it was felt that it would not be a good idea at this time. The report has been accepted and the matter will be taken up with her at her next performance review. She should be conscious of the fact that she should be seen to be an outgoing person and one easy to get along with. How to reply to Lil Frederick's letter was left to the Executive Committee for final disposal.

BAZAAR:

An ad hoc committee will be appointed to make arrangements to hold a Bazaar in conjunction with the Seniors, with representation from all segments of the Centre.

It was moved by Millie Wright, and seconded by Kath Botham that

"such a Bazaar be held."

CARRIED

This would take the place of Flea Markets. We could add to their usual Bazaar and have a Bazaar Committee established in February when elections are held, and it could be an ongoing project from year to year. It should be under the Special Events Committee. There is a lack of support given to Special Events. Reservations were expressed about the Flea Markets but enthusiasm was shown for the Bazaar. Notices will be posted in the Centre for donations and volunteers and people who use the Centre will be canvassed for contributions. A meeting will be held with the Seniors' Committee on Wednesday, August 3rd.

Luncheon will be served and will be looked after by the Seniors, and food will be prepared the day before. The Seniors are making articles to be raffled. There will be baked goods, wooden toys, Christmas decorations and gifts and a Children's table. Babysitting will be available, and door prizes will be included with the entrance fee. Commitments will be sought from the instructors re. their products. Make up of the Subcommittee will be set up before our next meeting.

ADJOURN-
MENT:

It was moved by Almaza Kroeschel that
"the meeting adjourn."

CARRIED

Doris M. Pinkham
Recording Secretary

MINUTES of a Meeting of the Board of Directors of the Kerrisdale Community Centre Society, Held in the Board Room, 5851 West Boulevard, Vancouver, B.C., on Wednesday, August 24th, 1983, at 8:00 p.m.

CHAIRMAN - Ivan Robertson

PRESENT: Directors: Marion Drake, Garth Thurber, Almaza Kroeschel, Dave Howden, Liza Hutchison, Jim Dent, Rod Jamieson,
Also present: Dorothy Asuma, Mark Shorter, Len Cederholm, Doris Pinkham

EXCUSED: Doug Woods, Pat Harrison, Millie Wright, Jerry Massing, Kath Botham, John Poruks, and Irene Sawchuk

ABSENT: Jennifer Hohmann

MINUTES: It was moved by Marion Drake and seconded by Dave Howden that

"the Minutes of the previous Meeting be adopted as submitted."

CARRIED after the following discussion

Ivan Robertson drew attention to Page 3, paragraph 4 of the Minutes under "SPECIAL PROJECTS", to be sure that the wording correctly interpreted the intention of our Board, and the members agreed that it did.

As background Ivan Robertson reminded the meeting that Peter Green had met with Allan Bennett and then us regarding pursuing a proposal for our capital improvements. The proposal would request the appointment of Peter's firm as architect. One element, the key one for us, would be the preparation and submission of our NEED application without initial cost to us as Peter's proposal was that the application cost would be at his firm's risk unless and until approved.

Ivan Robertson then reported, that at the August Special Projects meeting, Peter had to withdraw that proposal. The risk to his firm was too great. Later in August, a letter was received from Peter Green's firm offering to render us preliminary architectural design services in preparing plans to go out to other funding sources at a cost to us of \$14,000.00 immediately plus \$12,000.00 from Health Unit. The letter makes no mention of a NEED application. The NEED application at the risk of Peter's firm is to be abandoned, which is what most commended itself to our Board.

We as a public body normally tender all our jobs. Peter's first proposal had the merit of being unique - nothing else would raise \$800,000.00 for us - so we were able to allow him to try on that basis.

To retain an architect now requires a new and different authorization from this Board. This will be discussed later in the meeting.

FINANCIAL
REPORT:

It was moved by Garth Thurber and seconded by Dave Howden that "the Balance Sheet as at July 31st, 1983, and the Statement of Revenue Expenses and Budget Comparison for the month of July 1983 and 11 months to date be approved as submitted."

CARRIED

BAZAAR ADVANCE: It was moved by Dave Howden and seconded by Marion Drake that

"an advance of \$200.00 be made to the Bazaar Committee to defer incidental expenses in connection with the November Bazaar, to be repaid from proceeds of the Bazaar."

CARRIED

Bills are to be submitted and paid in the usual manner through petty cash.

CORRESPONDENCE: The Board delegated to the Executive authority to deal with the letters from Lilian Fredericks and others. The matter was discussed and Ivan Robertson was authorized to reply. This was done with copies to Millie Wright and Len Cederholm.

The letter from Degree Design inviting us to retain that firm for preliminary architectural design services apart from the NEED application was discussed. It is not our first alternative to spend money to make applications to private foundations. No organization would want to spend this kind of money before seeing what might be available from private sources. For example the Vancouver Foundation does not make any grants for the construction of buildings. Enquiries should be made to funding sources to ascertain whether they have money for building, and what their procedures are for making application for funds.

Dave Howden felt that we should have an expert on the Board and asked if it would be worthwhile to try to find a replacement for Peter.

Dorothy Asuma organized a meeting with Ivan and Rudy Rolefson, Manager of Facility Development, to introduce him to our plans. Rudy will be joining the Special Projects Committee and will be at the September meeting. The Parks Board will charge us if we call on any of their office staff during working hours to work on specific plans. If we get close to our money objective Dorothy thinks Rudy will be helpful. We could then go to the Board for money which would be charged back to us. In the meantime Rudy will give us the technical advice we need. Also, if we retain an architect ourselves, we cannot use the Parks Board funds for payment, and we don't have any other money. Rod Jamieson feels that a brochure would be useful in fund raising. It would cost \$5,000-\$6,000. Dorothy Asuma will get the cost figure of the Dunbar brochure.

An answer will be given to Degree Design stating that we had not intended committing \$14,000.00 now, as it is premature. They will be invited to quote as and when we need such services.

It was moved by Dave Howden and seconded by Rod Jamieson that

"the proposal of Degree Design be refused."

CARRIED

Rod Jamieson suggested that perhaps Peter Green should be invited to return to the Board, as he has made a contribution and this Board could use him. Garth

Thurber did not think we should get him back until we get the opinion of another organization and Ivan Robertson pointed out that Rudy Rolefson would be available to give technical advice.

NOMINATING
COMMITTEE:

The Nominating Committee will consist of Jim Dent as Chairman, along with Dave Howden and Garth Thurber.

There is no written prohibition against who can serve on the Nominating Committee.

It was moved by Almaza Kroeschel and seconded by Liza Hutchinson that "the nominating committee to recommend directors to be elected at the 1984 Annual General Meeting be Jim Dent, Chairman, Dave Howden and Garth Thurber."

CARRIED

The Nominating Committee will work on the preparation of a brochure outlining the structure and activities of the Board and its committees. The Committee will also concern itself with the composition of next year's Executive. We want a large, interested working Board established with a view to continuity. A notice will be placed in the lobby asking for interested people to get in touch with us.

1984 ANNUAL
MEETING:

It was moved by Dave Howden and seconded by Almaza Kroeschel that

"the 1984 Annual Meeting be held on Thursday, February 9th, 1984."

CARRIED

BUDGET:

The Executive Committee touched on the question of budgeting at their meeting. The budget for September, October and November will be settled at the next Finance Committee meeting. We will continue on a 3-Month budget as at present, but if this proves too complicated, we will go back to annual or semi-annual budgeting. Len Cederholm will attend the next meeting of the Finance Committee.

PERFORMANCE
REVIEW:

The question of the necessity for yearly performance review of Centre operations was raised, but it was felt that the present policy, of confining ourselves as a Board only to dealing with problems as they arise, is adequate. The excellent work of the Programme Committee and our staff provides adequate monitoring of operations.

Len Cederholm thinks statistics could be presented showing how many people are using the Centre, and perhaps a system could be developed. The Programme Committee will look into this. Len will develop suggestions.

ADJOURNMENT:

It was moved by Jim Dent that

"the Meeting adjourn.:

CARRIED

Adjournment took place at 8:55 p.m.

Louise M. Pinkham
Recording Secretary

Minutes of a Meeting of the Board of Directors of the Kerrisdale Community Centre Society, held in the Board Room, 5851 West Boulevard, Vancouver, B.C., on Wednesday, September 28, 1983 at 8:30 p.m.

CHAIRMAN - Ivan Robertson

PRESENT: Directors: Millie Wright, Kath Botham, Liza Hutchison, Almaza Kroeschel, Jim Dent, Gerry Massing, Doug Woods, Dave Howden, Rod Jamieson, Garth Thurner.

Also Present: Len Cederholm, Cheryl Ross, Doris Pinkham.

EXCUSED: Marion Drake, Pat Harrison, Irene Sawchuk, Dorothy Asuma, John Poruks.

ABSENT: Jennifer Hohmann

MINUTES: It was moved by Almaza Kroeschel and seconded by Gerry Massing that

"the minutes of the previous meeting be adopted as submitted."

CARRIED after the following discussion

Ivan Robertson drew attention to references to Peter Green on pages 1, 2 and 3 of the minutes and gave a resume of Peter's proposals.

Ivan reviewed what happened since the July meeting for the benefit of those not at the August meeting. Peter was a member of our Board at that time and indicated a wish to resign because he planned to make a proposal which would lead to his appointment for architectural services in the building of the new facility. He wanted our views on whether we favoured his proposal. We were not having too much success in raising additional funds and the NEED programme might be available to us. An application would be required and the preparation would require a certain amount of funds.

Peter came to the July meeting with the proposal that at his firm's risk he would make an application to NEED. If successful he would be paid, if not he would lose out. But when Peter reported to the Special Projects August meeting he said he had to withdraw from the NEEDS proposal as the Parks Board would not advance any funds for the preparation of plans and, after consideration, his firm could not take the risk.

Next a letter was received from Peter offering preliminary design services, which was an entirely new proposal. Ivan agreed to bring this before the Board at the August meeting. The Board decided to refuse the offer of Peter's firm for services because there was no need for services right away and as the NEED application was no longer a factor and we would have to tender publicly Ivan wrote so advising Peter. No response was made to Ivan's letter but Peter called Jim Dent on September 14th. Jim reported that he returned the call and Peter wanted to talk about the whole area - fee for services and Jim's understanding of the situation. Jim offered to set up a meeting with Peter, Ivan and himself, but Peter said he would want a meeting with Jim alone as he was not pleased to get only a letter and not a phone call from Ivan, and he wanted to know what Jim's understanding of the fee arrangement was. Jim felt there was no point in having a meeting as at the July meeting he specifically asked if there would be any fee if the NEED application was turned down. His understanding was that there would be no fee if the application was ^{un}successful. Peter waffled and said he had spent a considerable amount of money on drawings to date. Jim then contacted Ivan with the information that Peter left the impression it would not be left there.

When it was clear that the NEED application was not going ahead Peter then talked about the work he had done for us while a member of the Board.

Millie Wright got a call from Peter re. the letters, and Marion Drake said Peter was unhappy. Ivan suggested leaving the matter until the next meeting. We can still discuss it in the future.

Ivan feels our records indicate Peter is not entitled to anything and he did offer his proposals on a gratuitous basis as a Board member. There has been no reply to Ivan's correspondence so there is nothing for us to do and no action to be taken at present. Millie told Peter he could apply when calls for tender go out, unless he can come up with some other method of working. Garth Thurber suggested sending a letter to him signed by all Board members. If there are some developments in the next couple of weeks then the matter will be pursued.

FINANCIAL
REPORT:

We are still in a very liquid position. Vacation pay is included in Accrued Liabilities but audit fees are not. Equity at \$21,000 is a good cushion. Activities are considerably above budget. Membership revenues are better than anticipated. There is an increase in cost over budget. There will be audit adjustments to the figures. The Read-o-graph has not been entered.

It was moved by Garth Thurber and seconded by Almaza Kroeschel that:-

"the Balance Sheet as at August 31, 1983, and the Statement of Revenue Expenses and Budget Comparison for the month of August 1983 and 12 months to date be approved as submitted."

CARRIED.

We cannot budget for Fitness classes, babysitting etc.

Charitable number receipts are not eligible as a deduction unless they are signed by a member of the Finance Committee on the official form. Some of the staff in the office have already signed receipts. It was suggested that they could be signed by the senior person of the office or Parks Board on duty. At first only signing officers were authorized to sign charitable receipts. It was decided it would be better for tax purposes to have designated persons - Shirley, Kay, Grace, Rob, Betty - give out receipts. They could give out a Society receipt and mark it as a charitable donation, with official receipts only to be signed by Board members. Donation receipts have to go out on the approved form, and people who have other receipts should bring them back for official ones.

The Budget for the coming year and how it is set up is to be discussed. It has been decided to continue with quarterly budgets rather than go back to an annual one. A Budget meeting will be called and adequate notice given for Committee heads and others to attend for their comments etc. The budget will then go to the Board for approval. The budget will be set at the first meeting of the Finance Committee in each quarter. The budget for this quarter will be ready next month. The Finance Committee meeting is the third Thursday of each month at 8:00 p.m., the next one being October 20th.

CORRESPONDENCE: Letters have been received re. the Core Plan. We thought it concerned only the downtown Vancouver, but all of the Vancouver residential area might be rezoned, including Kerrisdale. A meeting is to be held in the Kerrisdale School and City Council will be hearing briefs sometime in October.

CORRESPONDENCE: (Continued)

A letter was received from Kevin Pike re. Parks Board considering a course for fitness instructors. It is suggested that a certificate should be obtained by all current instructors before December 31st. It will cost \$50.00 each, and if our Society pays for our instructors it will amount to \$500.00. Len Cederholm says one person has already taken the course. Fitness brings a lot of money to us. Most of our instructors are "Y" certified. The Parks Board will recommend it to all the Boards in the city. Jim Dent enquired whether the "Y" certificate is good enough. It is felt the idea is good in principle, but Jim does not think it will limit our liability for injury. We are covered under an umbrella City insurance policy. Garth Thurber thinks we should undertake to have our instructors certified as it would improve our position and reduce areas in which we could be criticized. So far we have had no problems. Len thinks we should inform the Parks Board that a certain standard is required for our instructors. Grace Pirie has a Certificate of Therapy and has taught at Banfield Pavilion. Cheryl Ross said that Mark Shorter is very knowledgeable as to the qualifications of our instructors and how many do not meet requirements to get them certified, and we will write the Parks Board to find out what they require, and stating that we support the idea in principle, with the recommendation of existing qualifications being accepted.

Parks Board had asked each Centre to nominate a candidate as "Volunteer of the Year" and Dave Howden, our nominee, was honoured at a special dinner.

The Special Projects Committee is writing to private foundations as well as pursuing governmental funding. No results have been forthcoming so far.

It was moved by Dave Howden that

"the meeting adjourn."

CARRIED

Adjournment took place at 9:05 p.m.

Doris M. Pinkham
Recording Secretary

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS of the Kerrisdale Community Centre Society, held in the Board Room, 5851 West Boulevard, Vancouver, B.C. on Wednesday, October 26, 1983.

CHAIRMAN - Ivan Robertson

PRESENT: Directors: John Poruks, Doug Woods, Gerry Massing, Irene Sawchuk, Almaza Kroeschel, Dave Howden, Garth Thurber, Liza Hutchison, Marion Drake, Pat Harrison, Jim Dent.

Also present: Dorothy Asuma, Len Cederholm, Doris Pinkham.

EXCUSED: Millie Wright, Kath Botham, Rod Jamieson

ABSENT: Jennifer Hohmann

MINUTES: It was moved by Almaza Kroeschel and seconded by Dave Howden that

"The Minutes of the previous meeting be adopted as submitted."

CARRIED

BUDGET: Garth Thurber passed around copies of the Budget for Fall 1983. At its last meeting the Finance Committee went over the budget and made some changes. The budget is now realistic through until December 31st. The Activities revenue is based on what has been collected now, both controlled and uncontrolled; most memberships are in; Interest is projected; Racquetball is based on prior experience; Rentals are based on an estimate. With regard to expenditures, Activities are close to what we are going to incur; Programmes are close; Staff Salaries are based on actual amounts; Advertising is more difficult to project but is probably generous; Audit fees are prorated for the full year; Postage & Stationery is probably generous; Special Events include Hallowe'en and Christmas parties; of Equipment Purchases, half has been spent already on card tables. This budget shows a deficit of \$7,600.00 and is probably conservative.

Charges for courses have a markup of approximately 15% which is a bit shy, but we are well protected by our surplus. We are not subsidizing any of our programmes right now. We are not incurring actual losses, but we are not taking in enough money to cover our expenses. The actual figure for markup should be 18-19% rather than 15%. We must look at fees in terms of course pricing, etc. It was suggested that the Programme Committee look at raising the fees when setting winter rates. The Programme Committee should have a good hard look at it in conjunction with the Finance Committee in terms of a solution. Costing will probably be done early next month.

Len Cederholm reported that with the overhead at 15% the ceiling is 30%. Where courses can stand it, the mark-up is 30%. We shy away from that mark-up in Seniors' programmes and craft classes where the actual expense is high and the numbers small. In these cases we break even or run at a slight loss. Children's programmes just break even.

The meeting to review winter rates will have to be by the end of next week. Len feels we should not be so lenient, and if there are any obvious areas where we could add on we should do it. An endeavour will be made to identify the areas where increases could be made now. It was moved by Garth Thurber and seconded by Dave Howden that

"the Budget be adopted as presented"

CARRIED.

FINANCIAL
REPORT:

It was moved by Garth Thurber and seconded by John Poruks that

"The Balance Sheet as at September 30th. 1983, and the Statement of Revenue Expenses and Budget Comparison for the month of September 1983 be approved as submitted."

CARRIED

Members' equity could drop to \$11,000.00

Note 7 on the Balance Sheet includes an amount for Retired Citizens. Len Cederholm explained that this is money collected for a trip to Reno and will be paid out very soon. Garth feels that such sums should be in a Trust Account.

The revenues are not quite up to budget, but next month's figures will be more accurate.

The auditor's engagement letter has been received and approved by the Finance Committee and will be the terms of future engagements if left unchanged. Our solicitor, Jim Dent, has written to the auditor, stating that he knows of no claims against us.

CORRESPONDENCE: Solicitations by the Special Projects Committee have resulted in two indications of possible support, one from the McMillan Foundation and the other from the Hamber Foundation. There has been no further correspondence from the Federal Government.

A letter was received from the Ask Friendship Society with 17 signatures regarding the inaccessibility of the library, and asking this Board to forward its expression of concern to the proper authorities.

FITNESS
CERTIFICATES:

Len Cederholm talked to Nancy Cudderford regarding the qualifications necessary to conduct fitness classes. All our instructors have at least a "Y" leadership certificate or a university degree in physical education. They will therefore just have to write the Parks Board test and not take a course. Centres can accept the "Y" programme or the Parks Board programme. There is no need for our people to take the courses at present. Len feels the instructors should be responsible for passing the test. If they fail then they would have to take the course.

WEEKDAY
DROP-INS:

Almaza Kroeschel raised the question of the location of the weekday drop-in facility in our Centre. At present it is occupying a corner of our lounge and some of our members object to that space being taken up. Pat Harrison was concerned about the total lack of privacy on their telephone calls. Marion Drake felt that we are doing our best to accommodate everyone and that compromise and co-operation are necessary.

KERRISDALE
HISTORY:

Dave Howden reported that the work of the Kerrisdale Historical Society is gaining momentum, with several fund-raising projects in mind. The Kerrisdale merchants have not supplied any funding to date. Seniors are being contacted for a banquet next June. Dave felt that our Society should do its part.

MOTION:

It was moved by Dave Howden and seconded by Marion Drake that

"we donate \$200.00 as upfront money for the Society."

The motion was tabled until the next meeting.

Almaza Kroeschel was asked to contact Peter Leckie, President of the Kerrisdale Merchants' Association, expressing our interest, and asking for particulars as to what the final plan is and what is needed. We would

KERRISDALE HISTORY (Continued)

be pleased to do our part when we know what the options are.
Information gathered will be put into a book.

ADJOURNMENT:

It was moved by Almaza Kroeschel that
"the meeting adjourn."

The meeting adjourned at 8:55 p.m.

Recorded by,
Doris Pinkham.

.....
Doris M. Pinkham
Recording Secretary

MINUTES of a meeting of the Board of Directors of the Kerrisdale Community Centre Society, held in the Board Room, 5851 West Boulevard, Vancouver, B.C. on Wednesday, November 23rd. 1983 at 8:00 p.m.

CHAIRMAN - Ivan Robertson

PRESENT: Directors: Doug Woods, Millie Wright, Marion Drake
Kath Botham, Pat Harrison, Almaza Kroeschel, Irene
Sawchuk, Liza Hutchison, Gerry Massing, Garth Thurber,
Also Present: Dorothy Asuma, Len Cederholm, Doris
Pinkham.

EXCUSED: Jim Dent, Dave Howden, Rod Jamieson, John Poruks.

ABSENT: Jennifer Hohmann

MINUTES: It was moved by Almaza Kroeschel and seconded by
Gerry Massing that
"the minutes of the previous meeting be adopted
as submitted."

CARRIED

BUSINESS ARISING THEREFROM:

BUDGET: Garth Thurber reported on the deficit that we are
running and the possibility that rates may be raised
for the Winter programme. Garth has talked to Len
about a \$1.00 raise and Len reported that some courses
have already been raised. Many activities are losing
money.

KERRISDALE

HISTORY: The motion to donate \$200.00 to the Kerrisdale Historical
Society which was tabled at the last meeting was again
tabled until the January meeting.

FINANCIAL

REPORT: Further on the deficit, we have a fair amount of cash
on hand but the Members' Equity is being eroded quickly
at the rate of \$3,500.00 per month, and the situation
will be the same this month. Within the next six months
some changes will have to be made, either dropping courses
or raising prices.

Each programme will have to be looked at in relation to
what other Centres are charging. Len will prepare these
figures and give them to Garth. Almaza feels that our
charges are higher than at other centres on the West
side. The question was raised as to whether programmes
losing money should be continued. Len says it is not real-
istic to look at it programme by programme. What areas
should be exempt from carrying the administration sur-
charge? Len will report to Garth who will make revisions
and then the Programme Committee will be consulted by
the end of December with a view to reporting to the
Board meeting in January.

Income and Expenses: Grace Pirie is on our payroll for
the Fall programme and then goes on to the Parks Board
Payroll for the rest of the year. If the position were
to become full-time it would have to be posted and Grace
would have to apply in competition with others who would
apply. Could a full-time worker's salary come from
Social Planning?

It was moved by Garth Thurber and seconded by Almaza
Kroeschel that

"the Balance Sheet as at October 31st., 1983 and the
Statement of Revenue, Expenses, and Budget Comparison
for the month of October 1983 and two months to date
be approved as submitted."

CARRIED.

EXECUTIVE
MEETING:

The urgency for this meeting was the possibility of a strike. It was decided that the solution to the difficulty of making up for lost programmes etc., would follow the same policy used after the last strike as there appears to be nothing else we could do. Regarding continuing staff salaries, one month's salary would be the maximum that is financially possible with the Executive Committee having the authority to approve up to two weeks which was done. The Board agreed with two weeks.

READOGRAPH: The Readograph has been ordered from Diamond Neon, who installed the Dunbar sign, at a cost of \$2,900.00 which does not include landscaping or wiring. The total cost would approximate \$3,800.00. Quotes for the additional cost will be obtained.

BAZAAR: The Executive Committee approved an increase in the float of \$600.00 for the Bazaar Committee, which will be paid back out of proceeds of the bazaar. The raffle tickets are going well.

CORRESPONDENCE:

Dave Howden was nominated as our candidate for Volunteer Of The Year, and a picture of him receiving a plaque from Allan Bennett was shown.

A letter of support has been sent following up Marion Drake's report on a study for a Seniors' network in the Kerrisdale area.

PRESIDENT'S
MEETING:

At the last President's meeting it was decided that we hold regular meetings quarterly.

SENIORS'
BUILDING:

A letter was received from Mayor Harcourt, details of which will be reported in the Special Projects Committee report.

A delegation met with Senator Jack Austin regarding our request for \$1,200,000 for our project. We did not get a commitment for funds, and even if money is found, it could not exceed \$800,000, but he was very supportive and hoped to have an answer for us before the end of the year. Dunbar also needs money for their planned expansion. Mayor Harcourt also met with Senator Austin and expressed unreserved support for our whole project. Jack Altman has also discussed the planned building of a new health unit on the second floor of our project, as it is in dire straits and that is looked on favourably by Senator Austin, Mayor Harcourt and the City Health Officer. This would be a west side facility, and the Mayor will look for funds from the Federal Government, hoping to get money for both the east and west sides of the city. Our project would cover all phases of Seniors' care - health, recreational, cultural etc. Allan Bennett, Doug Purdy and Vickie Morris continue to be very supportive. There may be some fund within the Federal Government such as the health department to enable us to get started. The most likely source of other funds may be fitness programmes.

ANNUAL
MEETING:

The next monthly meeting of the Board will be on January 25th., with the Annual General Meeting on February 9th.

Marion Drake has enquired whether anything had been planned for new people coming on the Board.

ANNUAL MEETING (continued)

There is no report from the Nominating Committee yet and the decision will be advised by telephone. The next meeting will probably be held early in December.

ADJOURNMENT: It was moved by Garth Thurber that
"the meeting adjourn."

CARRIED

Adjournment took place at 8:40 p.m.

Doreen Pinkham
Recording Secretary

MINUTES of a meeting of the COMMITTEE AS A WHOLE of the Board of Directors of the Kerrisdale Community Centre Society held at the Centre, 5851 West Boulevard, Vancouver on November 23rd. 1983.

TAX REFUND: There is still no word from Ottawa on our request for a tax refund.

CO-ORDIN-
ATOR'S
REPORT:

Report submitted.

It was a fairly routine month except for the decision to have Diamond Neon instal the Readograph. Quotes are being obtained for the wiring and when they are all in Ivan will convene an Executive meeting.

The annual Recreation Division Workshop which was to be held in December has been postponed until February.

PROGRAMME: The Bazaar report will be in next month's minutes.

The Hallowe'en events went well.

Help is needed for Breakfast With Santa to be held on December 10th. Mark has obtained a good programme for the children's special events. If tickets do not sell the show will not go on.

The Christmas flyer was very successful. Children's courses were filled the first day.

Pat Harrison reported that the Bazaar took in \$3,101.75 and after deducting expenses of \$228 the net profit is \$2,873.00. There will be a more detailed report after the last wind-up meeting on November 30th. The Bazaar committee recommended that the Bazaar be made an annual event, in co-operation with Grace Pirie and the seniors. The money will go into the building fund.

The Special Events and Bazaar Committee need an active board member as chairman. Lorna White will make up a big banner thanking all the seniors and members who contributed to the bazaar. Almaza Kroeschel will send a letter of thanks to all the donors of door prizes.

Marion Drake is having a meeting on Monday of her sub-committee. They are actively considering two or three subjects and she will make a written report on what has happened.

SENIORS: The Line Dancers have contributed another \$200.00 since the Bazaar and four more bricks have been bought at \$25.00 each.