

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE KERRISDALE  
COMMUNITY CENTRE SOCIETY HELD ON 11th JANUARY 1995.

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PRESENT: Kathleen Bigsby, chair, Lesley Christie, Jacqueline Collier, Marion Drake, Trish Gabriel, Ronni Gregor, Bill Harris, David Harvey, David Howden, Katy Hughes, Margaret Hurst, Gerard Kelly, Sandi McKeachie, Lorna-Gail Peterson, Tim Sehmer, Edward Stephenson, Bill Watson.

REGRETS: Lindsay Chang, Delia Grant.

ABSENT: Nick Omelusik, Tom Karoutsos.

ALSO PRESENT: Stew Jordan, Eileen Wilson, staff.

Agenda approved.

MINUTES: Minutes of the meeting of 23rd November 1994 amended as follows:

Page 5. CHEVRON PRESENTATION ... clean up work is in progress.

Page 6 2. Pool: Motion ... knowing that only the \$150,000 allowed for maintenance items in the 1994/96 Capital Plan can be spent ...

MOVED by Ronni Gregor, seconded Margaret Hurst that the minutes of the meeting of 23rd November 1994 be accepted as amended. CARRIED.

BUSINESS ARISING:

1. Youth Committee: We are still looking for a person to chair this committee.
2. Benefits for Board Members: These were discussed and clarified. There is a 50% charge for rentals, a \$50 rebate on fees for Society programs taken by Board members once each calendar year and Board members will be entitled to unlimited use of the Exercise Room; they will be expected to act as monitors while they are there. This information will be included in the package for distribution to 1995/6 Board members.

These benefits also apply to members of Board committees.

Staff and Instructors will also have use of the exercise room free of charge.

3. Proposed By-law Changes: Some minor changes are needed to bring the by-laws in line with present practice. Tim Sehmer reviewed the Society's bylaws and the recommended amendments were circulated to Board members.

a) By-Law 9. The present Society's fiscal year is from May 1 in each year to April 30 in the next year. This to be changed to September 1 in each year to August

31 in next year.

b) By-Law 12 provides that the annual general meeting of the Society will be held during the month of May. This to be changed to February.

c) "Societies Act" chapter 362 of Revised Statutes of British Columbia 1960 should be changed to the "Society Act", being chapter 389 of the Revised Statutes of British Columbia 1979.

e) An amendment to the by-laws to provide that no employee of the Society or of the Park Board is eligible to be elected as a director of the Society. The reason for this is to avoid conflicts of interest.

f) By-Law 53 (dealing with notices of general meetings), ByLaw 55 (dealing with general meetings to amend the By-Laws) and By-Law 56 (dealing with meetings to consider extraordinary resolutions), requires that 5 clear days' notice be given, this to be changed to 14 clear days' notice to comply with the Society Act.

MOVED by Marion Drake, seconded Bill Harris that the Board approve for presentation to the Annual General Meeting the above amendments to the Society's By-Laws.  
CARRIED.

The proposed amendments to the Society's By-Laws, together with notification of the Annual General Meeting, will be posted throughout the centre fourteen days before the date of the A.G.M.

#### CORRESPONDENCE:

1. Volunteer Award: Nominations are requested for this award, would members please have them in by 11th February 1995.

2. Neighbourhood Matching Fund Advisory Committee: A request has been received for a representative from the West Area to fill the vacancy on this committee. Lorna-Gail Peterson volunteered for this.

3. Arena: A letter received from Bruce MacWilliam thanking the Board for the recently purchased photocopier and portable sound system, both items were really needed and are greatly appreciated.

FINANCE: David Harvey responded.

The November statement was discussed and at this point there was a reasonable surplus.

MOVED by Lorna-Gail Peterson, seconded Bill Harris that this report be accepted as circulated. CARRIED.

PROGRAMME COMMITTEE: Trish Gabriel responded.

The official opening of the Exercise Room will be on 21st January 1995.

MOVED by David Harvey, seconded Lesley Christie that this report be accepted as circulated. CARRIED.

RENOVATIONS COMMITTEE: Gerard Kelly responded.

1. Update on Planning Process: We are awaiting estimates in the cost of the pool roof replacement and associated upgrades before hiring an architect to work on the redevelopment plan for the rest of the Centre. The estimates are expected early in February.
2. Exercise Room: The exercise room opened on Monday 9th January. It is a good looking room with excellent equipment. Gerard reported that there was a surplus of \$80, but that further signs and shelving are needed.

MOVED by Gerard Kelly, seconded Ronni Gregor that the Board approve the expenditure of an additional \$2,600.00 to complete the Exercise Room facilities. CARRIED.

It is being called an Exercise Room and not a Fitness Centre because fitness implies supervision and exercise does not.

Thanks were expressed to Gerard from Kathleen, Trish and all the Board for the vast amount of time and energy he has spent on putting this project together.

The renovations were outlined in Scuttlebutt to inform the general membership of our future plans.

Kathleen Bigsby, Katy Hughes and Sandi McKeachie met with Gordon Campbell, MLA, in November to discuss funding opportunities for our renovation projects.

BUILDING & MAINTENANCE:

1. Dividers in Seniors' Centre Multipurpose Room: These have not been satisfactory since being installed and it was uncertain who would be responsible for making them functional, the Park Board or the Society? Stew Jordan reported that after some attempts to solve the problem, the Board and the C.R.C. at the time of construction absolved the Park Board of responsibility. However, Stew will look into the situation to see what can be done to make the at least one of the dividers more effective.

PROMOTIONS & COMMUNICATIONS COMMITTEE: Lesley Christie reported.

1. Newsletter: Scuttlebutt was distributed in early January. 600 copies were made with a cost of \$91 for printing.

Contributions to the newsletter are always welcome.

COMMUNITY RECREATION CO-ORDINATOR'S REPORTS: Stew Jordan responded.

1. Personnel:

Manjit Dhaliwal will be starting maternity leave in mid February. This position

will be filled by competition.

Neil Keating is on an extended medical leave of 8 weeks. This position is being presently managed by two part time staff.

Onno Bakhoven will be on medical leave in the near future. Diana Bracken will be assisting with his workload.

Onno was thanked for the excellent job he did on registration night.

2. Volunteer Coordinator: We are still waiting to hear from the Park Board regarding this position.

**POOL COMMITTEE:** Katy Hughes and Eileen Wilson responded.

1. Pool Renovations: Eileen Wilson would like to know the closing date for pool renovations as soon as possible as staff need to find positions for the summer. They would hope to be assigned to other pools during the closure and return to Kerrisdale after completion of renovations. The President will write to Allan Argent expressing our concerns in this matter.

2. Repairs: There are two places in the existing pool roof that have become separated from the top wall frame. Progress on repairing these is slow and Stew Jordan will be in touch with the contractor.

3. Whirlpool and Sauna: In the New Year there are 4-5 enquiries daily regarding such facilities, however the enquiries drop off in time.

4. Terms of Reference for Pool Committee: These were circulated with the package.

MOVED by Margaret Hurst, seconded Lorna-Gail Peterson that the Terms of Reference for the Pool Committee, November 1994, be accepted. CARRIED.

MOVED by Katy Hughes, seconded Gerard Kelly that this report be accepted as circulated. CARRIED.

#### OTHER BUSINESS:

1. Association Presidents' Meeting: The next meeting will be held at the Kerrisdale Community Centre at 7:30 p.m. with a tour of the Centre at 7:00 p.m.

2. Jim Lowden Report: A meeting was held between the K.C.C.S. Executive and Jim Lowden, Planning and Development Division, Park Board, to discuss the next steps for renovation projects at the K.C.C. This report was circulated to Board members.

3. Nominations Committee: Lorna-Gail Peterson has once again volunteered to chair this committee. Would members let Lorna-Gail have the names of anyone willing to be nominated.

There will be an information night on 15th February 1995 7:00-8:00 p.m. Board

members are asked to be present.

Information packages are at the front desk, and there will be posters around the centre advertising the meeting and asking for nominations.

4. Annual General Meeting 22nd February 1995: It was agreed that the meeting would follow the previous format with a musical interlude during the counting of the ballots.

5. Association Conference: Ronni Gregor has resigned as a member of this committee which meets once a month. We would like to have a replacement. ronni will attend the actual conference.

6. Registration: Registration night went very smoothly. Numbers have increased over last year. We need another plate for Visa and Mastercard, the Finance Committee will look after this.

Bill Harris moved that meeting adjourn.

Meeting adjourned at 9:00 p.m.

Recorded by Sheila Forster

11th January 1995.

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE KERRISDALE  
COMMUNITY CENTRE SOCIETY HELD ON 8TH FEBRUARY 1995.

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PRESENT: Kathleen Bigsby, Chair, Lesley Christie, Jacqueline Collier, Delia Grant, Trish Gabriel, Ronni Gregor, Bill Harris, David Harvey, David Howden, Margaret Hurst, Gerard Kelly, Sandi McKeachie, Lorna-Gale Peterson, Tim Sehmer, Edward Stephenson, Bill Watson.

REGRETS: Lindsay Chang, Marion Drake, Katy Hughes

ABSENT: Nick Omelusik, Tom Karoutsos.

ALSO PRESENT: Stew Jordan, Eileen Wilson staff; Gordon Lindal, West Area Office; Sheila Forster, secretary.

AGENDA: MOVED by Sandi McKeachie, seconded Trish Gabriel that the Agenda be approved as presented. CARRIED.

MINUTES: Minutes of the meeting of 11th January 1995 corrected as follows:

Page 4 3. Nominations Committee: ... information night on 15th February 1995 7:30-8:30 p.m.

MOVED by Trish Gabriel seconded Margaret Hurst, that the minutes of the meeting of 11th January 1995 be accepted as corrected. CARRIED.

BUSINESS ARISING:

1. Benefits for Board Members: These benefits are not transferable, they are for the sole use of Board and Committee members.
2. Volunteer of the Year Award: As no recommendations have been received the Executive will make a decision.

CORRESPONDENCE:

1. Corporate Sponsorship Program: Letter received from the Park Board regarding a Corporate Sponsorship Program with potential benefits to the Park system. Under consideration at present is a proposal that a soft drink company would install an electronic readograph sign at centres where current readograph signs exist. The sign would incorporate the name of the centre and the name of the sponsor. The full cost of approx. \$75,000 and the ongoing maintenance of the signs would be undertaken by the sponsor. The sponsor would be the sole vending machine supplier for the all community centres.

Park Board are asking approval in principle to pursue this proposal.

General discussion of the proposal followed. What about a sign for the Arena? Would the sponsor be willing to put \$75,000 into something which is really needed at the present time?

MOVED by Trish Gabriel, seconded Gerard Kelly that the Board give approval in principle for a sole vending machine supplier for the Community Centre.

MOVED by Sandi McKeachie, seconded Ronni Gregor that the Board give approval in principle for the Park Board to pursue the signage proposal. CARRIED.

It was agreed that linked to the vending machine supplier we would investigate the possibility of negotiating sponsorship in addition to or alternate to the readograph sign.

2. T. Ball Diamond in Maple Grove Park: There will be a public meeting at the Centre on 16th February 1995 to discuss this project. Ronni Gregor will attend.

3. Leisure Access Policy: This policy has been extended to GAIN recipients.

4. R.F.A.B.C. & B.C.R.P.A. Meeting: To be held at Kamloops May 25-27th 1995. The Association has booked four rooms. Would anyone interested in attending please contact the President. Brochure is in the Board Room.

**FINANCE COMMITTEE**: Minutes of 1st February meeting distributed. David Harvey responded.

Onno Bakhoven is convalescing well from recent surgery. His duties are being covered satisfactorily.

The financial statements were discussed. The exercise room is doing extremely well with an income of \$2,200 for the first two weeks.

MOVED by Gerard Kelly, seconded Bill Watson that this report be accepted as circulated. CARRIED.

**PROGRAM COMMITTEE**: Trish Gabriel responded.

Trish reported that at the February meeting the committee agreed to send a letter of thanks plus two free exercise room passes to each Kerrisdale Merchant for their donations to the Centre over the years.

**Exercise Room**: Michele Hawkes will spend four hours per week in the exercise room orientating 6 people per hour. This will be on Monday evenings and Wednesday afternoons.

The exercise room is doing very well. There is a limited time allowed on the treadmill, also on the standmaster if it is busy. However, people may rotate

round the equipment as often as they please.

MOVED David Harvey, seconded Ronni Gregor that this report be accepted as circulated. CARRIED.

SENIORS' OPERATIONAL COMMITTEE: David Howden responded.

MOVED by David Howden, seconded Sandi McKeachie that this report be accepted as circulated. CARRIED.

David reported on the election for the Seniors' Council held on 12th February 1995. There were 103 people present. The following members were elected to the Council for a one year term:

Normal Biehl, June Butler, George Campbell, Delia Grant, Nina Lorimer, Miryam Norton, Irene Ronnie, Vy Smyth, Helen Underhill.

MOVED by David Howden, seconded Delia Grant that the Board approved the duly elected members listed above to the Seniors' Council. CARRIED.

At a meeting immediately following the elections George Campbell was elected Chairman of the Seniors' Council for a one year term.

MOVED by David Howden, seconded Delia Grant that the Board appoint George Campbell to the Board of Directors for a one year term. CARRIED.

ARENA: Stew Jordan responded.

1. In-line Skating Program: This program is so heavily booked that registration was moved to the Agrodome, but it is still operating out of the K.C.C.S.

2. Lights: Sandi McKeachie mentioned that the lights above the doors of the Arena are all right, but the ones on top of the building are not on. Stew will look into this.

MOVED by Sandi McKeachie, seconded Trish Gabriel that this report be accepted as circulated. CARRIED.

KERRISDALE SOCCER ASSOCIATION:

The President voiced concern at the absence of a soccer representative at the Board meetings.

MOVED by Ronni Gregor, seconded Margaret Hearst that this report be accepted as circulated. CARRIED.



RENOVATIONS COMMITTEE: Gerard Kelly responded.

1. Pool Renovations: There is some delay getting estimates of suppliers of roofs; it might be necessary to increase the strength of the wall. The estimates for the new roof should be in by 15th February 1995.

It is difficult at the moment to predict the closing of the pool for renovations, but we will run classes until we have a date. Gordon Lindal assures us that we should have a proposed schedule by 15th February.

2. Exercise Room: Doing extremely well. The cupboards installed adjacent to the exercise room are for small items, there are lockers for larger items in the washrooms on the lower level.

MOVED by Ronni Gregor, seconded Lesley Christie that this report be accepted as circulated. CARRIED.

COMMUNITY RECREATION CO-ORDINATOR'S REPORT: Stew Jordan.

1. Seniors' Council: Stew congratulated David Howden on organising an excellent election. It was positive, very well attended with a good social aspect.

2. Exercise Room: The success of the exercise room is keeping the office very busy, particularly in the early evening hours and it may be necessary to have some extra help on reception at this time. Stew will monitor this.

3. Parking: Chris Gielty is doing an excellent P.R. job monitoring the parking lot.

MOVED by Trish Gabriel, seconded Ronni Gregor that the Board approve one shift of four hours per week to monitor the parking lot. CARRIED.

4. Crosswalk: We have not heard about the crosswalk at 42nd. and West Boulevard since writing City Hall that we were not happy about one going in at 43rd. and West Boulevard. The President will follow up on this.

5. Volunteer Coordinator: Gordon Lindal informed the Board that the supplemental budget will be presented at the end of February or early March when a decision will be made about this position.

OTHER BUSINESS:

1. Annual General Meeting: 22nd February 1995 - 7:30p.m. Scrutineers are needed.

2. Association conference: 20th - 21st October 1995.

3. Adwards: A recommendation from the Kitchen Committee, Seniors' Centre that a gift be presented to Mr. and Mrs. Rawle in accordance with our Awards and Honours Policy.

MOVED by David Howden, seconded Bill Harris that Mr and Mrs Rawle receive an award of up to \$200.00 in recognition of their six years of volunteer service in the kitchen of the Seniors' Centre. CARRIED.

The President noted that this was the last Board Meeting for six of our members. There will be a reception for retiring members after the Annual General Meeting.

Moved by Margaret Hurst that the meeting adjourn.

Meeting adjourned at 9.10 p.m.

Recorded by Sheila Forster  
8th February 1995

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE KERRISDALE  
COMMUNITY CENTRE SOCIETY HELD ON 22nd. FEBRUARY 1995 AT 9:00 P.M.

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**PRESENT:** Kathleen Bigsby, chair, Faith Bloomfield, Cathy Buckham, Dean Crawford, Gordon Englehart, Carole Forsythe, Yvette Hardwick, Bill Harris, David Harvey, Katy Hughes, Gerard Kelly, Pamela Oram, Lorna-Gail Peterson, Willie Poon, Tim Sehmer, Edward Stephenson, Bill Watson.

**REGRETS:** Lindsay Chang, Marion Drake, George Campbell.

**ABSENT:** Tim Karoutsos, Nick Omelusik.

**ALSO PRESENT:** Commissioner D. Chesman, Stew Jordan staff.

The President welcomed the new Board members and explained that packages for Board meetings are circulated the week prior to the Board meeting.

**AGENDA:**

MOVED by Katy Hughes, seconded Bill Harris that the agenda be approved. CARRIED.

**MINUTES:** The minutes of the meeting of 8th February 1995 were amended as follows:

Page. 1 ... Business Arising 1. delete ... readograph.

Page. 2 ... Finance - with an income of \$2,200 for the first three weeks.

Page. 5. 3. Awards ... seconded by Bill Watson.

MOVED by David Harvey, seconded Bill Watson that the minutes of the meeting of 8th February 1995 be accepted as amended. CARRIED.

**CORRESPONDENCE:**

Annual Association Conference: The Planning Committee is requesting input into the selection of workshop topics for this year's conference. Would Board members please return the survey sheets to the K.C.C. front desk by 28th February 1995.

Kathleen informed new Board members about the Association. We will send anyone who wishes to attend.

**NEW BOARD MEMBERS:**

An orientation meeting for new members will be held on Thursday 9th. March 1995 at 7:30 p.m. This will include a tour of the Centre.

**ELECTION OF OFFICERS:**

MOVED by Gerard Kelly, seconded Katy Hughes that we postpone the election of officers until the next board meeting and that the current slate of officers remain in place for the present. CARRIED.

## **PROGRAM COMMITTEE:**

MOVED by Bill Harris, seconded Lorna-Gail Peterson, that this report be accepted as circulated. CARRIED.

**SENIORS' COUNCIL:** Reports circulated at meeting.

At a meeting of the Seniors' Council on 13 February 1995 an Ad Hoc committee was struck to plan a special event to commemorate the ending of the war in Europe. Stew Jordan spoke to this in the absence of George Campbell. The Council would like this event to be in cooperation with the Kerrisdale Branch of the Royal Canadian Legion. The parking lot would be blocked off and the City will be asked if it would be possible to block off 42nd Ave. from West Boulevard to Yew Street. The Centre would be involved as back-up in the case of inclement weather. There was some concern regarding blocking off the parking lot, but Stew felt that this would not be a problem as Sunday is not a busy day at the Centre and adjacent parking is readily available.

The Seniors' Council are asking the Board for approval in principle for this event. They will draw up a budget and present this to the Board.

MOVED Bill Harris, seconded Bill Watson that the Board approve in principle giving every assistance to this special event in celebration of the 50th anniversary of the end of the war in Europe. CARRIED.

MOVED by Bill Harris, seconded Lorna-Gail Peterson that the Seniors' Council reports be accepted as circulated. CARRIED.

**RENOVATIONS COMMITTEE:** Gerard Kelly reported.

There has been further delay in getting the estimates for the pool roof, these will now be available on 29th February 1995.

**COMMUNITY RECREATION CO-ORDINATOR:** Stew Jordan.

Stew welcomed the new Board members and informed them that he is always available to give any help, introduce them to staff members etc. He is at the Centre many evenings and asked that new members introduce themselves to him.

## **OTHER BUSINESS:**

Commissioner David Chesman informed the Board that he is the liaison between the Park Board and all the community centres and is able to step in when things break down and Boards are not getting satisfactory answers from staff. He will in future be attending the Annual General Meetings of the centres, while the other six Commissioners will be attending regular board meetings at community centres. Commissioner Duncan Wilson is the Kerrisdale Community Centre liaison.

MOVED by Katy Hughes that the meeting adjourn.

Meeting adjourned at 9:40 p.m.

Recorded by Sheila Forster  
22nd February 1995.

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE KERRISDALE  
COMMUNITY CENTRE SOCIETY HELD ON WEDNESDAY 22nd MARCH 1995

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PRESENT: Kathleen Bigsby, chair, Faith Bloomfield, Catherine Buckham, Dean Crawford, Marion Drake, Michael Englehart, Caroline Forsythe, Yvette Hardwick, Bill Harris, David Harvey, Katy Hughes, Tom Karoutsos, Pamela Oram, Gerard Kelly, Lorna-Gail Peterson, Willie Poon, Tim Sehmer, Ed Stephenson, Bill Watson.

REGRETS: Lindsay Chang.

ABSENT: Nick Omelusik.

ALSO PRESENT: Stew Jordan, Susie Barreiro, Eileen Wilson, staff; Gordon Lindal, West Area Manager; Vi Smyth, Seniors' Council; Sheila Forster, secretary.

AGENDA:        MOVED by Bill Harris, seconded Willie Poon that the agenda  
                 be approved. CARRIED.

MINUTES: The minutes of the meeting of 22nd February 1995 were amended as follows:

1. Marion Drake was present at the meeting.
2. Renovations Committee: ... available on 27th February ...

MOVED Lorna-Gail Peterson, seconded Dean Crawford that the minutes of the meeting of 22nd February 1995 be accepted as amended. CARRIED.

The President welcomed Vy Smyth who is representing the Seniors' Council in George Campbell's absence.

Kathleen introduced Gordon Lindal, West Area Manager, Park Board, and Tom Karoutsos, Kerrisdale Soccer Association representative, to the new board members.

CORRESPONDENCE:

1. B.C.R.P.A. Conference: The conference schedule was circulated with the package and board members were requested to let Kathleen Bigsby know if they are interested in attending. Please leave a note in her box within the week.

ELECTION OF OFFICERS:

MOVED by Lorna-Gail Peterson, seconded Gerard Kelly that Kathleen Bigsby be nominated for President.

MOVED by Katy Hughes, seconded Lorna-Gail Peterson that Gerard Kelly be nominated for Vice-President.

MOVED by Katy Hughes, seconded Gerard Kelly that Lorna-Gail Peterson be nominated for Vice-President.

MOVED by Katy Hughes, seconded Lorna-Gail Peterson that Bill Watson be nominated for Secretary.

MOVED by Katy Hughes, seconded Gerard Kelly that David Harvey be nominated for Treasurer.

There being no further nominations those nominated above were proclaimed by acclamation.

MOVED by Gerard Kelly, seconded Marion Drake that the Board approve the appointment of Tim Sehmer as the Society solicitor for 1995/96. CARRIED.

#### COMMITTEE MEMBERSHIP:

The proposed membership of Board committees was circulated. Every attempt has been made to place members on the committees of their choice. Kathleen requested that Willie Poon and Gordon Englehart let her know which committees they are interested in.

#### FINANCE COMMITTEE:

David Harvey welcomed new board members to the Finance Committee meetings which are held at 1:30 p.m. on the 3rd. Wednesday of the month. Would anyone wishing to attend please let David know in advance.

The last meeting was on 15th March 1995 and was attended by a Seniors' Council representative. The following items were discussed:

1. Approval of invoices for payment: Approval must now be noted on the invoice itself, not on a separate sheet.
2. Leisure Access Policy Discounts: In some cases, this policy affects the revenue of instructors and needs to be discussed with programmers.
3. Onno Bakhoven: Was away for three weeks, but only applied for two weeks' sick leave. The Finance Committee recommended that we give him three weeks' sick pay.

Financial statements were explained to the new board members. If any member needs additional information please apply primarily to the Finance Committee.

MOVED by David Harvey, seconded Katy Hughes that the Board approve the financial statements of February 1995 as presented. CARRIED.

**BUILDING & MAINTENANCE COMMITTEE:** Gerard Kelly responded.

Exercise Room: Whereabouts of Park Board sign writers is a mystery, if anyone should see them please contact Gerard as soon as possible.

MOVED by Bill Harris, seconded Gordon Englehart that this report be accepted as circulated. CARRIED.

**ARENA LIAISON REPORTS:** Marion Drake responded.

At the last meeting of the Arena Advisory Committee there was full discussion of the problems at the arena. A long standing problem is the asbestos covered entrance

which was supposed to be fixed last year; the buzzers attached to the doors on the north side of the arena are not working and the fuses blow when the heater is put on in the figures skaters' dressing room.

The committee agreed that attention has to be focused on the arena's many problems, possibly in the next Capital Plan.

The first three weeks of August is the time allotted to get repairs and painting done and this could conflict with the Flea Market date. The Arena Committee were wondering if the Centre gym and auditorium could be used for this event.

Stew Jordan responded that if necessary we have enough time to close the gym on the Saturday to accommodate the Flea Market. To be discussed further.

Stew reported that Park Board staff will be going through the arena to ascertain exactly what needs to be done and he will give a complete report on this at the next board meeting.

Stew asked board members to let him know if they see anything which needs to be done or repaired around the Centre.

MOVED by Gerard Kelly, seconded Gordon Englehart that  
this report be accepted as circulated. CARRIED.

RENOVATIONS COMMITTEE: Gerard Kelly responded.

1. Pool Roof: The architect's report has been received and we cannot afford the frame structure fabric cover, it is \$140,000 above our budget as the City of Vancouver required that we have snow load protection. There was also concern that the frame may not last as long as the fabric would. The committee recommended that the Board endorse the plan to have an air supported fabric cover. This should last 15 years and it is considered that the pool will also last 15 years. Board members were phoned individually for their vote and the motion was carried.

2. Pool Closing: It is planned to close the pool from 1st September 1995 to 1st January 1996. Eileen Wilson is actively pursuing placement of staff for this period of time.

3. Renovations to Centre: Due to the cost of the pool renovations the Society will have to employ the architect for the renovations to the rest of the centre. However the Park Board assure us that we will be reimbursed for this expenditure under the next Capital Plan. As soon as we have some recommendations for an architect the Renovations Committee will meet to decide with whom we would like to work.

MOVED by Loran-Gail Peterson, seconded Pamela Oram that  
this report be accepted as circulated. CARRIED.

#### AWARDS:

The President reported that the nominee for the Volunteer of the Year Award would be David Howden who has just retired after serving 38 years on the Board.

#### COMMUNITY RECREATION CO-ORDINATOR'S REPORT:

1. Booking meeting rooms: Stew Jordan requested that committee chairs let him

know as soon as possible the dates of committee meetings, space is frequently at a premium.

2. Staff Liaison for Committees:

Program:	Susie Barreiro, Brian Swartz.
Seniors' Council:	Grace Pirie
Pool:	Eileen Wilson
Rentals:	Eileen Wilson
Youth:	Brian Swartz
Arena:	Bruce MacWilliam
K.B.A.	Susie Barreiro, Brian Swartz
Parks & Recreation:	Eileen Wilson
Promotions & Communications:	Susie Barreiro

Stew Jordan will be the staff liaison for all other committees.

3. Stationary Equipment Operator: As this position was not filled within the Park Board there will be an advertisement for same in the coming week-end paper.

4. Registration Night: 27th March 1995. Board members were requested to help with this.

KERRISDALE SOCCER ASSOCIATION: Tom Karoutsos reported.

This last season has been a good one and finances are in good shape with a surplus of \$5,000.00. The Annual General Meeting will be on 3rd April 1995. Neil Howard, President, will not be running again.

The registration for next season will be 8th April 1995 and the awards night 7th May.

There are at present over 60 teams with 900 boys and girls playing.

The association are now paying to have the fields marked and this has proved to be successful.

MOVED by Dean Crawford, seconded Ed. Stephenson that  
this report be accepted. CARRIED.

ASSOCIATION PRESIDENTS' MEETING: Kathleen Bigsby reported.

Kathleen gave a brief outline of the Associations' responsibilities.

1. Capital Project Agreement: This agreement was approved at a meeting on 14 March 1995 and outlines a common understanding of where responsibilities lie between the Park Board and Associations/Societies. Kerrisdale is likely to be first Society to use this in our upcoming renovation project for the Centre.

2. Criminal Check Reimbursement: The Park Board is asking for comment and/or approval on this. Employees who are residents of Vancouver would have this fee paid by the City of Vancouver, others would have to pay it themselves and would be reimbursed after a minimum 10 hour probationary period.

A criminal check is made on Park Board and Association/Society employees and volunteers working with children, seniors and handicapped people. Gordon Lindal



explained that the check is part of a child abuse prevention program being prepared by the Park Board which needs to be in place for this summer.

There was discussion regarding how this policy would affect affiliated groups. This will be discussed with the Kerrisdale Soccer Association.

MOVED by Yvette Hardwick, seconded Bill Harris that the Board approve the criminal check reimbursement policy recommended by the Association Presidents. CARRIED.

#### OTHER BUSINESS:

1. Signing of Society Cheques:

MOVED by David Harvey, seconded Gerard Kelly that the Board authorize the following members to sign cheques on behalf of the Kerrisdale Community Centre Society:  
Kathleen Bigsby, Lindsay Chang, David Harvey, David Howden, David Muller, Bill Watson. CARRIED.

2. Friday Night at the Centre: Gordon Englehart reported that when he visited the Centre on a Friday evening there were many teenagers involved in various activities, which reinforces the need for programs and better facilities for this age group.

3. Kerrisdale Residents' Association: Lorna-Gail Peterson reported that recently a meeting was held to discuss the formation of a Residents' Association. If Kerrisdale is to have any say in neighbourhood affairs such an association is a necessity - Dunbar, Point Grey, Shaughnessy already have well organized groups. There will be another meeting on Thursday 6th April 1995 at the Centre for anyone interested.

4. T-Ball Backstop: Gordon Lindal reported that after a meeting with local residents the Park Board has approved the installation of one T-Ball backstop at Maple Grove Park. It will be in place for 2½ months during the baseball season.

MOVED by Katy Hughes that the meeting adjourn.

Meeting adjourned at 9:20 p.m.

Recorded by Sheila Forster  
22nd March 1995.

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE KERRISDALE  
COMMUNITY CENTRE SOCIETY HELD ON WEDNESDAY 26th APRIL 1995.

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PRESENT: Kathleen Bigsby, chair. Faith Bloomfield, Catherine Buckham, George Campbell, Marion Drake, Gordon Englehart, Bill Harris, David Harvey, Gerard Kelly, Lorna-Gail Peterson, Ed Stephenson, Bill Watson.

REGRETS: Dean Crawford, Caroline Forsythe, Yvette Hardwick, Katy Hughes, Pamela Oram, Tim Sehmer, Willie Poon, Lindsay Chang.

ABSENT: Tom Karoutsos, Nick Omelusik.

ALSO PRESENT: Stew Jordan, Brian Swartz, staff. Jeff Lerner, chair, Arena Committee. Sheila Forster, secretary.

AGENDA: The agenda was approved with the following additions:

Renovations Committee report  
Arena report  
Response from City Traffic Dept.

MINUTES: MOVED by Bill Harris, seconded David Harvey that the minutes of the meeting of 22nd March 1995 be approved as circulated. CARRIED.

ARENA: Jim Lerner, the new chairman of the Arena Committee was introduced by Marion Drake and welcomed by the President.

Report circulated. Marion Drake responded.

A luncheon meeting was held 31 March 1995 to discuss common goals. The primary concerns were:

a. Ice Conditions: Options are another brine line to the existing system or roof insulation. Jeff Lerner would prefer the insulation option. However, Gordon Lindal responded that it would likely have to be both and that the insulation would brighten up the interior of the arena. A consultant will be brought in to check out how to improve the ice conditions. The work will be done in August.

The Arena will come up for consideration for the next Capital Plan which will be voted on in 1996.

b. Arena Rubber Flooring: This will be replaced this summer.

c. Painting: The exterior will be painted this year. Svend Lojstrup assured the Committee that they would have input into the colour scheme.

d. Summer Closure: This will be 1st August - 1st September inclusive. Paul said there would be no difficulty completing the annual maintenance over the summer.

e. Flea Market: Stew saw no problem with holding the Flea Market at the Centre.

f. Arena Action Committee: This has not yet been formed.

## CORRESPONDENCE:

1. Youth Services Research Initiative Project: Brian Swartz gave a progress report on this initiative. At present the research team is waiting approval from the Vancouver School Board to implement the survey. The schools involved will be Point Grey and Magee High Schools and two elementary schools. The researchers wish to meet with some Board members for their input and several members indicated their interest. A meeting will be arranged for May 1st at 7:30 p.m.
2. N.N.R. Budget: A communication has been received from Allan Argent, Park Board, informing us that our request for a Volunteer Coordinator has not been approved.
3. Corporate Sponsorship Program: Guidelines received from the Park Board were discussed.

There was concern that the guidelines' impact on Volunteer Associations needs to be more clearly defined and Sponsorship of Affiliated groups needs to be spelled out.

Gordon Lindal stated that the money from this program will go into general revenue to be available for projects or capital budget improvements in accordance with Park Board priorities and that the money could be spent on programs and physical improvements.

The Board had no fundamental opposition to the guidelines if they are clarified and Kathleen Bigsby will take this response and our comments to the Presidents' Association meeting on 31st May.

## GOAL SETTING:

1. Goals for the Year: A meeting will be held on 8th May to discuss our priorities for the year and review our Mission, Goals and Principles statement. The meeting will be at 6:30 p.m., sandwiches and coffee will be provided.

FINANCE COMMITTEE: David Harvey responded.

1. Review of Financial Statements: The Committee is reviewing the present financial statements and schedules so that they may update the financial reports provided to the Board. In order to complete this review David requested that all chairmen provide the Finance Committee with a list of the financial information or statements needed for their specific committee. Please have this information to David by 1st June 1995.

The financial statements were discussed and after seven months of operation there is a small surplus.

2. Phone Registration: This is once again being discussed and eventually a report will be made to the Board.

MOVED by David Harvey, seconded Bill Watson that this report be accepted as circulated. CARRIED.

EXECUTIVE: Kathleen Bigsby responded.

1. Back-up for Society Accountant: Certain staff members are now familiar with

some of the accountant's daily routines. Onno will now concentrate on adding to AccPac functions not yet on the Centre's system. Having AccPac means that a substitute accountant could take on this position with no difficulty, which is not possible with our present system.

MOVED by Lorna-Gail Peterson seconded Gordon Englehart that this report be accepted as circulated. CARRIED.

**BUILDING & MAINTENANCE:** Gerard Kelly responded.

1. Seniors' Centre: The wall on the north side will be power-washed to remove the moss. The drinking fountain will be turned on and the parking lot lights adjusted.

2. Christmas Lights: Gerard was impressed by the lights at Dunbar Community Centre last year and will meet with a Park Board electrician to discuss the viability of having lights on the West Boulevard side of the Centre.

MOVED by Bill Harris, seconded Marion Drake that this report be accepted as circulated. CARRIED.

**PROGRAM COMMITTEE:** Brian Swartz responded.

1. Artist in Residence: This is a Park Board program to promote the arts within the community. The program committee will seek the approval of the Board if a suitable project is forthcoming. The cost to be shared 50-50 between the Park Board and the Society.

2. Street-Level Film and Video Project: This is a proposal to show Canadian films with discussion after. The program committee supported this in principle with input into topics and only under strict supervision. The Board would like further information regarding this group before giving approval for the project.

3. Piano Tuning: It was agreed that all three pianos should be tuned at the same time. Marion Drake will look after this.

4. Summer Day Camps: No confirmation as yet regarding funding for these camps.

5. Program Statistics Report: Circulated. There was some discussion about how the figures were developed and how they were used. Referred to Program Committee for review.

MOVED by Marion Drake, seconded Lorna-Gale Peterson that this report be accepted as circulated. CARRIED.

**POOL COMMITTEE:**

MOVED by George Campbell, seconded Gordon Englehart that this report be accepted as circulated. CARRIED.

**PROMOTIONS & COMMUNICATIONS COMMITTEE:** Catherine Buckham responded.

1. Newsletter: The name will be changed to The Kerrisdale News and four issues a year will be distributed on registration nights. The Committee are looking at different formats and will use a Desk-Top Publishing software package.

MOVED by Faith Bloomfield, seconded Gordon Englehart  
that this report be accepted as circulated. CARRIED.

SENIORS' COUNCIL: George Campbell responded.

1. Volunteers: A luncheon was held for all volunteers at the Seniors' Centre on 23rd April 1995. George emphasized how fortunate we were to have so many dedicated volunteers.

2. Commemoration Ceremonies for the End of the War in Europe: To be held 7th May 1995. This is being spearheaded by the Royal Canadian Legion. The Rev. Harry Lennox will be officiating. Commissioners Chesman and Wilson have been invited. The parking lot will be closed, but not 42nd. Avenue. The Centre will be open for usual programming and for speeches etc. should it rain.

MOVED by George Campbell, seconded Gerard Kelly that  
this report be accepted as circulated. CARRIED.

KERRISDALE SOCCER ASSOCIATION: Report received and filed for information.

YOUTH COMMITTEE: Brian Swartz responded.

The initial meeting of the committee will be on 2nd May 1995 and monthly meetings will be held regularly on the first Tuesday of each month.

Carole Forsythe and Dean Crawford met with Brian to discuss youth initiatives at the KCC and other centres over the past few years.

MOVED by Gordon Englehart, seconded Bill Harris that this  
report be accepted as circulated. CARRIED.

RENOVATIONS COMMITTEE: Gerard Kelly reported.

1. Pool Roof: Park Board approved our endorsement of the Air Support roof. The building permit application will be submitted by 8th May. and the completion date is anticipated to be 30th November 1995.

Bob Trydal (Park Board) has some concerns regarding the safety of the revolving door and is, therefore, pursuing more inquiries about a frame support fabric roof. In the meantime, as everything is approved for an air-support roof, we are going ahead on that basis.

2. Selection of Architect: We now have a short list of architects with a view to going ahead with the renovation work in the rest of the Centre.

3. Fund Raising: There is a Property Endowment Fund (City of Vancouver) which offers low-cost loans for improvements and renovation. The Committee will report further on this.

KERRISDALE BUSINESS ASSOCIATION:

Pamela Oram attended a meeting of the Association on 5th April 1995.

1. Benches: Currently benches with plaques are being sold at \$500 per bench to interested parties to be placed along 41st Ave. from Maple to Balsam streets.

2. Carnival Days: 28th and 29th April, with a similar event in August.
3. Heritage Days: Kerrisdale celebrates it's 90th birthday this year and celebrations will take place every Saturday during June.

The Board were asked if they would be interested in having the Chair of the K.B.A. attend a Board meeting to explain their activities and goals. It was agreed that we would and Pamela will organise this.

#### C.R.C. REPORT:

1. Arena Programmer: Stew Jordan reported that Bruce MacWilliam, Arena Programmer, is leaving Kerrisdale and transferring within the organization. Stew praised his contribution to the Centre, particularly his time as acting Coordinator. There will be a farewell party for Bruce on 5th May and Marion Drake was asked to purchase a gift on behalf of the Board.

Daisy Chin, who comes to us from the West End Community Centre, will be replacing Bruce as Arena Programmer. A meeting will be set up for her to meet the Arena Advisory Committee.

2. Computer System: A Word Perfect in Windows package is now installed and training is needed for our part- time clerks (permanent staff receive training free). The cost is \$65.00 for an all-day session.

MOVED by Bill Harris, seconded Lorna-Gail Peterson that the Board approve the expenditure of up to \$650.00 to offer suitable computer training to Centre staff. CARRIED.

#### OTHER BUSINESS:

1. Park Board Meeting Agendas: Gordon Lindal reported that agendas will be available to Association Presidents prior to the monthly Park Board meetings and anyone wishing to speak, as an individual or a Society, should notify the Park Board by noon on the Monday prior to the meeting. The agenda will be posted on the notice board in the main office.

2. Crosswalk at 42nd Avenue and West Boulevard: Scott Edwards of the City of Vancouver, Engineering Department met with Board members to discuss the crosswalk. Mr. Scott did not recommend one at 42nd. Avenue on the grounds of safety and legality. The City will increase the signal time at 41st and East and West Boulevards which should help the situation, and they will also help prepare a notice for the Newsletter and the Monarch explaining the rationale for the decision. Catherine Buckham will deal with this.

MOVED by Faith Bloomfield that the meeting adjourn.

Meeting adjourned at 9:35 p.m.  
Recorded by Sheila Forster  
26th April 1995.

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE KERRISDALE  
COMMUNITY CENTRE SOCIETY HELD ON WEDNESDAY 24th MAY 1995.

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**PRESENT:** Kathleen Bigsby, chair. Faith Bloomfield, Catherine Buckham, George Campbell, Marion Drake, David Harvey, Carole Forsythe, Yvette Hardwick, Katy Hughes, Pamela Oram, Lorna-Gail Peterson, Tim Sehmer, Bill Watson.

**REGRETS:** Lindsay Chang, Gerard Kelly, Gordon Englehart, Bill Harris, Gordon Lindal.

**ABSENT:** Dean Crawford, Tom Karoutsos, Nick Omelusik, Willie Poon, Ed Stephenson.

**ALSO PRESENT:** Stew Jordan, Eileen Wilson, staff. Sheila Forster, secretary. Ewan Cameron, Stevie Mitchell, Kerrisdale Business Association.

The President introduced the Board to Ewan Cameron and Stevie Mitchell who were asked to attend to give the Board an overview of the goals of the Kerrisdale Business Association and to explore the possibility of working together in the interests of Kerrisdale. The K.B.A. Mission Statement was circulated.

Mr. Cameron explained that the Business Improvement Area, established in 1991, has a mandate to undertake a wide range of business promotion activities such as advertising, promotional campaigns, special events, area maintenance and market research. Annual BIA budgets are determined by the property and business owners and are funded through a special property tax on all properties within the designated BIA area. The Kerrisdale BIA boundaries are: West 41st Ave. from Maple to Balsam Streets and West Boulevard from West 43rd. Ave to West 39th Ave, plus Yew Street north of 41st Avenue.

The goal of the KBA is to be more involved in the community and the following are some of the initiatives already undertaken:

Beautification: Kerrisdale colours chosen.

Benches: Can be purchased for \$500, with commemorative plaque.

Christmas: Decorations expanded in 1994.

Carnival Days: An ongoing project.

Heritage Days: June 1995 - celebrations of Kerrisdale's 90th birthday.

September 1995: Safety, security, cleanliness - engender pride in the area.

The Association is presently ending a 5 year mandate and there will be a new process in the fall which has yet to be established. K.C.C. input into this program would be very welcome. Some of the issues will be zoning, the C.P.R. tracks, population density, 41st widening. Not all are desirable and the K.B.A. will need our support.

Heritage Days: Will take place on the four Saturdays in June when many activities are planned. On the last Saturday all 90+ year olds will be invited to celebrate Kerrisdale's birthday with a cake.

Newsletter: There will be a K.B.A. newsletter for local merchants which could include K.C.Centre news.

Parking: Monthly parking is now available. The 2 hour limit for free parking will be strictly enforced. There are no plans to extend parking at the present time.

Crosswalk at 42nd Ave.: This was refused by the City. However, the timing on the lights at 41st and East and West Boulevard has been extended at certain times of the day.

The President thanked Ewan Cameron and Stevie Mitchell for attending our meeting and giving us information about the Association.

**AGENDA:** Additions - Correspondence - Community Development.  
Kerrisdale Business Assn. report.

MOVED by Lorna-Gail Peterson, seconded Marion Drake that the agenda be accepted with above additions. CARRIED.

**MINUTES:**

MOVED by David Harvey, seconded Bill Watson that the minutes of 26th April 1995 be approved as circulated. CARRIED.

**CORRESPONDENCE:** The following correspondence was circulated.

- a) Park Board re Environmental Education workshop
- b) NNR Supplemental and Capital Budgets - Allan Argent
- c) Volunteer Award - letter from David Howden
- d) Volunteer Week - Bishop Matkin, Church of Jesus Christ of Latter-Day Saints
- e) Children's Advocate Position
- f) U.B.C. Planning Forum - Georgia Basin
- g) Volunteer Vancouver - Open House on Community Development (to be posted)
- h) Corporate Sponsorship Guidelines/Policies: Letter received from Philip Josephs, Park Board moving acceptance of the staff report on these guidelines/policies, as well as a letter from David Chesman stating amendments to this report. The second amendment addresses our concerns regarding "Volunteer Associations". This report will be presented to the Presidents' Association meeting on 31st May 1995. Would members let Kathleen know if they have any concerns before this meeting.

**GOAL SETTING MEETING:**

The proposed new Mission, Goals and Policies statement was discussed. Responsibility for implementation of the goals was agreed upon as follows:

1. Increase promotions & communications: The Promotions and Communications Committee to produce some strategies.
2. Review current programming: Program Committee and Seniors' Council Program Committee to form some strategies.
3. Address physical (space) needs: Renovations Committee already dealing with this.



4. Increase involvement with community: Liaise with Kerrisdale Business Association. Open House - Executive to form strategy.
5. Review policies and practices - e.g. program mark-up. Finance Committee, Program Committee, Seniors' Council and Rentals all should work together to ensure consistency.
6. Develop dropin centre and increased programming for Youth: Brian Swartz and Youth Committee already working on this.
7. Funding for new staff and expanded programming: To the Program Committee for discussion.
8. Reflect increasing cultural diversity in community: For Executive discussion.

MOVED by Pamela Oram, seconded Carole Forsythe that the revised Mission, Goals and Policies May 1995 be accepted.  
CARRIED.

FINANCE COMMITTEE: David Harvey responded.

1. Revenue Canada: We have been issued with a new business number for 1997. There is not change in our status.
2. Letter from Park Board offering to include the Association's computers under the City's maintenance contract at no cost to us. Referred to the Building and Maintenance Committee.
3. Direct Payment Bank Cards: As there is increased use of this method of payment Onno Bakhoven recommends that the K.C.C.S. install this system. The cost would be \$39 per month, similar to that of Visa and Mastercard.

MOVED by David Harvey, seconded Bill Watson that the accountant of the Kerrisdale Community Centre Society be given approval to install the Direct Payment system as soon as possible. CARRIED.

4. Mastercard:

MOVED by David Harvey, seconded Lorna-Gail Peterson that a Bank of Montreal account be opened in Kerrisdale to facilitate the use of Master Card. CARRIED.

We have an account with the Bank of Montreal downtown and for this reason it was felt that we should use the Bank of Montreal in Kerrisdale for our Master Card transactions. We have an account with the Bank of Commerce, Kerrisdale for Visa

5. Improved Telephone Line for Direct Pay Transactions:

It was felt that we need an up-to-date telephone system to cope with this service. Stew has identified the cost and this should be discussed with Gordon Lindal.

MOVED by George Campbell, seconded Pamela Oram that Stew Jordon contact Gordon Lindal regarding updating the telephone system to access Direct Pay Transactions. CARRIED.

It was also agreed that a more efficient telephone service will be needed if and when we change to telephone registration.

6. Statements: Eight months into the financial year we have an operating surplus of \$22,000.

7. Budgets for Committees: Changes to financial statements will commence on 1st June 1995.

MOVED by David Harvey, seconded Bill Harris that this report be accepted as circulated. CARRIED.

**PROGRAM COMMITTEE:** Katy Hughes responded.

1. Video Project: The name of the company is Pacific Cinematique and they receive grants from the Canada Council. Susie Barreiro has asked them for further information but as yet no response. The matter is not urgent and the project is still pending.

2. Exercise Room - Early Hours: There is a need for early opening on Tuesday and Thursday from 6:30 - 10:30 a.m. Staffing would cost \$600.00 per month, but if 4 hours of orientation staffing is moved to early morning only an additional \$300.00 per month would be needed.

MOVED by Katy Hughes, seconded Faith Bloomfield that the Board approve the Program Committee's recommendation to open the exercise room from 6:30 - 10:30 a.m. on Tuesday and Thursday for the months of June, July and August at a cost of \$900.00 for the three months. CARRIED.

There is not the need for orientation as there was at the start of the program.

MOVED by Katy Hughes, seconded Lorna-Gail Peterson that this report be accepted as circulated. CARRIED.

**KERRISDALE BUSINESS ASSOCIATION:** Pamela Oram responded.

Kathleen Bigsby will attend the June 7th meeting of the K.B.A.

A copy of our newsletter will be distributed to K.B.A. Board of Directors.

**PROMOTIONS & COMMUNICATIONS COMMITTEE:**

MOVED by Faith Bloomfield, seconded Catherine Buckham that this report be accepted as circulated. CARRIED.

#### KERRISDALE SOCCER ASSOCIATION:

Marion Drake enquired if the Kerrisdale Soccer Association were able to run Casino Nights under their own number. They have applied for a number and Kathleen Bigsby ascertain if they have received it.

#### YOUTH COMMITTEE:

MOVED by Carole Forsythe, seconded Lorna-Gale Peterson that this report be accepted as circulated.

#### RENOVATIONS COMMITTEE:

1. Pool Roof: Bob Trydal is optimistic about the pool having a frame support roof and we will go ahead with this if this is possible, otherwise we will have an air support roof. We are hoping to award the contract by the end of July. Bob has reported that a pool in Washington has had a frame support roof for more than 2 years and they are very satisfied with it.

2. Selection of Architect: Letters have been written to five architects asking them to indicate if they would be interested in working with us on the renovations to the Centre.

MOVED by Bill Watson, seconded Tim Sehmer that this report be accepted as circulated. CARRIED.

#### COMMUNITY RECREATION CO-ORDINATOR'S REPORT: Stew Jordan responded.

Daisy Chin will start at the Arena on 19th June 1995.

The Stationery Equipment Operator's position is short-listed. The Board will be asked to be involved in the interviewing process.

Stew will be away for the first two weeks of June.

#### OTHER BUSINESS:

MOVED by Yvette Hardwick, seconded Marion Drake that the Board approve the expenditure of \$1,554 (plus tax) for a printer for the Senior's Centre. This to come out of Senior's Centre funds. CARRIED.

MOVED by Lorna-Gail Peterson that the meeting adjourn.

Meeting adjourned at 9:30 p.m.

Recorded by Sheila Forster  
24th May 1995.

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE KERRISDALE COMMUNITY SOCIETY HELD ON WEDNESDAY 28TH JUNE 1995.

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PRESENT: Kathleen Bigsby, chair, Faith Bloomfield, Dean Crawford, Marion Drake, Gordon Englehart, David Harvey, Gerard Kelly, Yvette Hardwick, Katy Hughes, Pamela Oram, Willie Poon, Ed Stephenson, Bill Watson.

REGRETS: Catherine Buckham, Lorna-Gail Peterson.

ABSENT: Nick Omelusik, George Campbell, Lindsay Chang, Carole Forsythe, Bill Harris, Tom Karoutsos, Tim Sehmer.

ALSO PRESENT: Stew Jordan, Eileen Wilson, Susan Archibald, staff. Gordon Lindal, Park Board. Sheila Forster, secretary.

AGENDA: Additions - Correspondence, Business Arising, Arena Report.

MOVED by Pamela Oram, seconded Gordon Englehart that the agenda be accepted with above additions. CARRIED.

MINUTES: Amendments to the minutes of the meeting of 24th May 1995 as follows:

- a) Finance: 3.  
Direct Payment Bank Card:... \$35/month plus 10¢ transaction  
Delete ... similar to Visa & Mastercard.
- b) Correction: Finance: 7. MOTION ... seconded by Bill Watson.

MOVED by David Harvey seconded Pamela Oram that the minutes of 24th May 1995 be accepted as amended.  
CARRIED.

CORRESPONDENCE:

1. U.B.C. Graduate Planning Dept.: Letter received informing us that students are available to carry out research which relates to and meets the needs of the community. The letter will be posted in the front office and chairpeople were asked to consider this offer and get back to the Board. Any requests must go through the Society.

BUSINESS ARISING:

1. Improved Telephone Line for Direct Pay Transactions: Gordon Lindal reported that the Park Board is looking at a package which will encompass service for eight community centres and he is awaiting approval of the cost. David Harvey asked when this would be installed and reiterated that we urgently need an updated system to deal with Direct Pay Transactions and the possibility of telephone registration. Gordon responded that it should be installed this year.

2. Kerrisdale Soccer Association/Casino Nights: Kathleen Bigsby reported that they have not yet received their own number, but that the Society number will be

free for our use next year.

3. Kerrisdale Business Association: K.C.C.S. newsletter will be sent to the KBA Board immediately. Heritage Days - very successful. There was a birthday cake with 30 ninety year olds joining the celebration.

**FINANCE:** David Harvey responded.

1. A change to the monthly statement of income and expense was introduced. New statements showing a) the profit margins for activities and b) the comparison of actual expenses to budgeted or projected capital costs were also introduced and discussed. the two new statements are to be added on a sessional basis.

MOVED by David Harvey seconded Bill Watson that the additional and revised financial statements presented and discussed 28th June 1995 be included in the future financial statements to be prepared for the Board members.  
CARRIED.

The Program Committee has requested revenue and expenses statements on a sessional basis: Sept.-Dec., Jan.-Mar., Apr.-June, July & August.

Kathleen commended David and his committee for their willingness to commit the time and energy required to put together this format which is much easier to understand.

2. Software: Payment of \$495.00 to the Park Board was approved for software site licenses relating to programs installed by them.

MOVED by David Harvey, seconded Bill Watson that the Financial Statements dated 31st May 1995 and the Finance Committee report for May 1995 be accepted as circulated.  
CARRIED.

**PROGRAM COMMITTEE:** Katy Hughes responded.

1. Summer Registration: Attendance lower this summer compared to last year. Warren Brown, Summer Safari Project Manager, contacted past participants who had not registered this year and the numbers have increased somewhat. It is possible that there will be a financial short-fall. However, in the past two years we have made a profit. The mark up policy of 30% remains unchanged.

2. New Furniture for Lobby: The Program Committee is obtaining information on furniture for the lobby, which will be given to the Building & Maintenance Committee.

MOVED by Katy Hughes, seconded Faith Bloomfield that this report be accepted as circulated. CARRIED.

**SENIORS' COUNCIL:** Marion Drake responded. May 1995 minutes.

1. Volunteers' Lunch: Very successful.
2. Special Lunches: Some concern that 'special' lunches were exclusive. However,

these lunches sell out because of their popularity.

3. Wheels to Meals: Rotary Club picks up seniors and brings them to Centre for lunch. Not many participants as yet.

MOVED by Marion Drake, seconded Gerard Kelly that this report be accepted as circulated. CARRIED.

#### June Minutes:

1. Presentation to David Howden: A plaque will be presented to David at the Canada Day celebrations.
2. Commemoration Day: Very successful and all expenses were covered.
3. Lottery Fund Request: Waiting to hear from the Lottery Board whether funds (\$10,000) are available. This money would be used to buy a computer for the Seniors, with the remaining amount to be spent on services for Seniors.

#### 4. Patio Tables:

MOVED by Marion Drake, seconded Yvette Hardwick that the Board give approval for the purchase of three 'Bellcara' tables for the Seniors' patio at a cost of \$1,734.00. CARRIED.

MOVED by Marion Drake, seconded Yvette Hardwick that this report be accepted as circulated. CARRIED.

#### BUILDING & MAINTENANCE COMMITTEE: Gerard Kelly responded.

1. Pottery Storage Rooms: An honorarium of \$500.00 was given to Roger Wantanaka for his design and construction of shelves.
2. Venetian Blinds: Have been ordered for the front office, CRC and Programmer's offices.
3. Lobby Furniture: This will be replaced and Gerard would appreciate information from Board members regarding outlets for such furniture.
4. Pottery Kiln: This is on order. Cost will come out of the Program Committee budget.

MOVED by Gerard Kelly, seconded David Harvey that this report be accepted as circulated.

#### YOUTH COMMITTEE: Dean Crawford responded.

1. Youth Drop in Centre and Youth Programming: Dean and Kathleen Bidsby met with Commissioner Duncan Wilson to discuss funding for youth programming. Mr. Wilson stated that this was high on the Park Board's priority list and that an application from the KCCS for funding for the '96-97 fiscal year would stand a good

chance of being accepted. It was agreed that the committee would draft a youth programming funding proposal for submission to the Park Board. The Youth Services Research Initiative and input from youth currently using the KCC will be used to form the basis of the proposal.

The Committee will start with the present Friday night program and expand into four or five nights per week. In order to do this we need:

- a) Funding
- b) Space - This is yet to be thought out. It was agreed that a representative from the Youth Committee should be on the Renovations Committee.
- c) A Plan: We must have a proposal ready for the Park Board for the 1996-97 fiscal year.

2. Youth Research Initiative Update: Researchers are currently looking into programs offered by five Centres and are obtaining input from discussion groups at elementary and high schools. Questionnaires have been given to participants in our Friday night program. The report will be available by the end of the summer.

MOVED by Dean Crawford, seconded Gordon Englehart that this report be accepted as circulated. CARRIED.

Dean Crawford will sit on the Renovations Committee.

EXECUTIVE COMMITTEE: Kathleen Bigsby responded.

1. Finance: Staffing costs have increased considerably this year, more detailed information is needed to monitor these.

An additional member is needed for the Finance Committee which meets on the 3rd Wednesday of the month at 1:30 p.m. Would anyone interested please leave a note in David Harvey's box.

2. 28th July Board Meeting: There will be a barbecue at Kathleen Bigsby's home which Gordon Englehart and Faith Bloomfield have volunteered to organize. It is not a business meeting - June and July reports will be distributed in the August package.

3. Removal of Tree at South Entrance: Concern that this was removed. Stew Jordon reported that those responsible for removing said it was dead and he is looking into finding a replacement.

MOVED by Pamela Oram, seconded Gordon Englehart that this report be accepted as circulated. CARRIED.

RENOVATIONS COMMITTEE: May Minutes: Discussed at May meeting.

MOVED by Gerard Kelly, seconded Gordon Englehart that this report be accepted as circulated. CARRIED.

June Minutes: Gerard Kelly responded.

1. Pool Roof: Three proposals for a frame support roof have been received and were reviewed by the Executive. After discussion the Executive agreed to formally request that Park Board accept the bid from RMT for replacing the pool roof and related upgrades. This tender is slightly over budget so some optional items may have to be dropped. This to be discussed at the next Renovations meeting on 29th June.

Upgrading the lighting is necessary; this will make the roof very bright which may cause some distress to neighbours. which may

Time schedule for renovations remains the same - 1st September 1995 to 1st January 1996.

2. Architect Selection Process: Proposals have been received from five architectural firms for the design of renovations to the Centre. These will be reviewed by the Renovations Committee on 29th June at which time firms will be chosen for interviewing.

C.R.C. REPORT Stew Jordon.

1. Arena Programmer: Daisy Chin will not be taking up this position until early or mid July. In the meantime Susan Archibald, from the West End Community Centre, is covering her duties.

2. Arena S.E.O. Position: Interviews have taken place but no decision as yet.

3. Cash Register for Seniors' Centre: Stew is looking into the possibility of getting a replacement through the Park Board.

4. Communication between the Centre and the Community: A good starting point will be to contact the local school principals, discuss the Youth Initiative and establish a relationship. This would best be done in September at the start of the school year.

5. Announcements: Georgia had a boy, Susie became engaged.

ARENA: Marion Drake reported on a meeting held 27th June 1995.

1. Radiant Heaters: These were discussed as a possibility.

2. Mural: The cost of having a mural on the outside walls is too expensive - \$15 sq.ft. plus pre-treating the wall.

3. Maintenance: Further discussion re brine line - it was felt that it would be too costly to upgrade this and there is no guarantee that it would significantly alter the quality of the ice. Insulation would help the problem. Alan Cumberbirch from the City Energy Management Dept. reported that insulating parts of the arena would come out of the City Capital plan.

4. Girls' Minor Hockey: This was discussed recently with the Park Board and a



program has been formalized for 1995-1996. At present 29 girls are registered. Two spaces will be made available at the Kerrisdale Arena.

**OTHER BUSINESS:**

1. B.C.R.P.A. Conference: Gerard Kelly, Susie Barreiro and Eileen Wilson attended. All felt that it was worthwhile and a good opportunity to exchange ideas.
2. Staff Holidays: Will be posted in the front office.
3. Newsletter: Katy Hughes commended the Promotions and Communications Committee on an excellent and interesting publication. The Board thanked all concerned for a job well done.

MOVED by Gordon Englehart that the meeting adjourn.

Meeting adjourned at 9:20 P.M.

Recorded by Sheila Forster  
24th May 1995.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE KERRISDALE  
COMMUNITY SOCIETY HELD ON WEDNESDAY 23RD AUGUST 1995**

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**PRESENT:** Gerard Kelly, chair, Faith Bloomfield, Catherine Buckham, George Campbell, Marion Drake, David Harvey, Katy Hughes, Lorna-Gail Peterson, Willie Poon, Edward Stephenson, Bill Watson.

**REGRETS:** Kathleen Bigsby

**ABSENT:** Lindsay Chang, Dean Crawford, Gordon Englehart, Carole Forsythe, Yvette Hardwick, Bill Harris, Tom Karoutsos, Nick Omelusik, Pamela Oram, Tim Sehmer.

**ALSO PRESENT:** Stew Jordan, Eileen Wilson, staff. Gordon Lindal, Park Board. Sheila Forster, secretary.

**GUESTS:** Don Leier, Managing Director, North America, Everard Compton International. Russell Chernoff, Chernoff Thompson Architects.

**AGENDA:** Additions - Standing Committee Reports: Building & Maintenance, Rentals, Arena.

MOVED by Willie Poon, seconded Lorna-Gail Peterson that  
the agenda be accepted with above additions. CARRIED.

Gerard Kelly introduced Don Leier who discussed what is involved in a major fund raising campaign. Explanatory packages were distributed to Board members.

Five essentials for a successful fund raising campaign:

1. A strong and timely case
2. Active, influential leadership
3. A strong constituency of potential givers
4. Adequate number of enthusiastic workers (visitors)
5. Motivation at all levels.

Everard Compton would carry out a Resource (feasibility) Study which would outline the needs and options for capital funds; identify the top 10-15 lead donors; list other individuals to be interviewed, questions to be asked; level of volunteer support; readiness and commitment of the Society for a fund raising campaign; the amount of money to be targeted. (full details in circulated package.)

As a result of this study Everard Compton would advise if the campaign should be done now or wait for 3-6 months. The campaign should be short and tight.

**Timing:**

- study about 6-8 weeks
- preparation time - 3 months
- visits - 3 months
- 6-8 month campaign at the outside

Cost: The cost for this study would be \$10,000. Further involvement of Everard Compton would be billed on a "time spent" basis.

Advertising: It makes for a good atmosphere but does not raise money. Little needed. If members are well informed.

General Fund Raising: There was some concern about the number of fund raising campaigns to which people are asked to contribute. Mr. Leier felt that the Kerrisdale area is one which is always being asked to participate and that we would need to ensure that donors feel that they are making a difference, can identify with the project and that giving will count.

Gerard thanked Mr. Leier for attending and making the presentation.

**MINUTES:** Minutes of the meeting of 28th June 1995 were amended as follows:

Seniors' Council page 3. 3: Rotary Club covers the cost of the A.S.K. bus picking up seniors ...

MOVED by Catherine Buckham, seconded Katy Hughes that the minutes of 25th June 1995 be accepted as amended.  
CARRIED.

#### **CORRESPONDENCE:**

A letter received from the C.N.I.B. asking if a donation box may be placed in the Centre.

Neither the Society or Park Board have a policy to cover this request.

MOVED by Lorna-Gail Peterson, seconded Ed Stephenson that the Board allow a C.N.I.B. donation box to be placed in the lobby on a six month trial basis. NOT CARRIED.

This request brought forth much discussion with the feeling that we could receive many similar requests. Recommended that this issue be sent to the Executive to make policy. Suggested that we could allow one organization per year to place a donation box in the Centre.

**FINANCE COMMITTEE:** David Harvey responded to minutes and financial statements for July and August 1995.

1. Kerrisdale Soccer Association: At a recent Casino Night the Association netted \$11,000.00 and they wish to apply again for another opportunity to sponsor a Casino Night. In the past they have used the Society number, but the Board understood that they had applied for their own a number as there is the possibility that the Society would like to run a lottery (using the Society number) to raise money for the forthcoming renovations. David Harvey asked for guidance from the Board and it was agreed that this matter would be tabled and discussed with the President as soon as possible. In the meantime the Finance Committee will put the matter on hold.

2. Financial Statements: Excluding capital purchases the June statements show

a surplus of \$7,300 and the July statements show a surplus of \$4,6000.

The fitness/exercise room renovations have been completed as planned. The "Fitness Room" surplus has been returned to prior years surplus where it will remain until the end of the financial year.

3. Seniors' Lottery Grant: Approval has been received for a \$10,000 grant from this fund.

4. Budgets: By mid September all Committee Chairs will receive a list of their committee's actual expenditures for the 1994/95 fiscal year. The Chairs of committees are asked to prepare a budget for the 1995/96 fiscal year for submission at the October 1995 Board Meeting.

MOVED by David Harvey, seconded Lorna-Gail Peterson that  
the Board accept the report of the Finance Committee.  
CARRIED.

RENOVATIONS COMMITTEE: Bill Watson reported.

Architects' Proposals: After a series of interviews with the 5 architectural/design firms who sent us proposals Chernoff, Thompson was selected. Russell Chernoff and Jane Cameron have now met with individuals and groups and are gradually defining our needs.

Russell Chernoff was introduced to the Board and gave a run-down on progress to date.

Booklet: This is a working document recording all meetings, suggestions, etc. pertinent to the project. It includes:

Work plans  
Schedule  
Base drawings  
Needs, requirements, suggestions.

This booklet is available to the Board, staff, the public and is a continuing summary of meetings. There is a display board in the main lobby to keep the public up-to-date and to record their ideas, suggestions etc.

At the present time Engineering, Electrical and Structural consultants are looking at the building. Russell, Chernoff has a broad familiarity with building codes and wish to present as complete a proposal as possible to the City.

The next phase is to develop concepts and this will take 3 weeks. It will then require 2 weeks to present the completed plan.

Gerard thanked Mr. Chernoff for reporting to us.

There is a Renovations Committee meeting at 8:00 a.m. Thursday - Board members are welcome.

Gerard Kelly responded to minutes of 29th June 1995.

Pool: To reduce the possibility of vandals accessing the roof and causing damage to the new pool roof the following precautions will be taken:

Pool Patio Area - four small maple trees on the south side will be removed, hedges trimmed, trees pruned.

Front - trees will be pruned

East entrance - two cherry trees be removed because they are diseased

MOVED by Willie Poon, seconded Catherine Buckham that the Board accept the report of the Renovations Committee.  
CARRIED.

PROGRAM COMMITTEE: Katy Hughes responded to minutes of 17th July 1995.

Please note a correction to the 14th June 1995 minutes. Section 3a to read \$1,000 not \$10,000.

1. Summer Safaris: Report circulated on the 1995 program. Recommendations from Warren Brown:

a) Cellular Phone: This proved to be a beneficial communications tool and it is recommended that one be used next year. The \$120 fee was donated by MacDonald Realty - letter of thanks will be sent by Katy.

b) Registration: Somewhat lower than last year. We should think of reintroducing the before and after camp care, modify advertising to reflect a Junior and Senior camp; examine the cost of program to parents, bearing in mind the increasing number of specialized daycamps available.

c) Budget: Two low registration weeks affected budget projections - next year we should make the leader positions dependant on registration figures so that we have the ability to lay off staff as needed.

2. Opening and Closing Times: These were discussed and accepted as listed in the Program Committee July report.

3. Youth Initiative Project: Instead of meeting to discuss this project with individual Boards there will be a joint meeting on Wednesday 30th August 1995 1:30 p.m. at the Dunbar Community Centre

4. Registration Night: 5th September 1995. Board members were asked to sign up to help with this. Katy reminded members that they are eligible for \$50 toward any course in one calendar year and that room rental for them or groups in which they have an interest are available at 50% of the usual charge.

MOVED Katy Hughes, seconded Catherine Buckham that the Board accept the report of the Program Committee.  
CARRIED.

SENIORS' COUNCIL: George Campbell responded to minutes of 10th July 1995.

Seniors' Lottery Grant: The application for \$10,000 has been approved and will be presented at an official ceremony on Friday 25th August 1995.

MOVED by George Campbell, seconded Lorna-Gail Peterson that the Board of Directors approve the expenditure of the \$10,000 received from the Seniors' Lottery Grant to purchase a computer and accessories for the Seniors' Centre. CARRIED.

Plaque for David Howden: Has been placed in the Dining Room.

MOVED by George Campbell, seconded Marion Drake that the Board accept the report of the Seniors' Council. CARRIED.

**KERRISDALE BUSINESS ASSOCIATION:** In the absence of Pamela Oram minutes tabled to next Board meeting.

**BUILDING & MAINTENANCE:** Gerard Kelly responded to minutes of 10th July and 14th August.

Centre Boiler: Has been down for repairs during the last month and is need of replacing. Park Board have looked into this - replacement of the boiler and associated piping will cost \$100,000 and will be put in the next Capital Plan in November 1996. For the present replacing all the tubes has put the boiler in good working order until then.

Replacement is the responsibility of the Park Board but must be coordinated with the renovations to the Centre.

Arena Maintenance: A slow start to the maintenance program: however it will be completed on time.

MOVED by Gerard Kelly, seconded Lorna-Gail Peterson that the Board accept the report of the Building & Maintenance Committee. CARRIED.

**RENTALS COMMITTEE:** Eileen Wilson responded to minutes of 23rd August 1995 circulated at the meeting.

Rental Rates: These were discussed. After discussion it was agreed that these should go to the Finance Committee for review and be put on the September agenda for Board approval.

Rental Policy: Some concern regarding the policy for religious and political groups. Stew Jordan will attend the next Rentals Committee meeting to clarify this.

**ARENA REPORT:** Verbal report by Marion Drake.

A request was received from the Jewish Community Centre for skating time for an event on 6th November, which date was already booked by a regular team. However, as this was a very special request, the Arena Committee made time for it.

Marion reported that it looked like being a good year for the arena.

**COMMUNITY RECREATION COORDINATOR'S REPORT: Stew Jordan.**

Seniors' Lottery Grant: At a meeting of the Finance Committee and Seniors' Council members it was agreed that all of the \$10,000 will be needed to cover a computer and accessories for the Seniors' Centre. In order for the Centre to have an efficient and up to date operation a further computer is required in the front office. Money has already been allocated for this.

MOVED by David Harvey, seconded Willie Poon that the Board approve the expenditure of up to \$5,000 to purchase a new computer and accessories. CARRIED.

Riley Park Software Project: Not all of this package was acceptable and we will continue using Faspac for the time being. This means that we cannot yet link up to the Park Board system. Gordon Lindal is looking at other packages.

Recreation Facility Clerk: Manjit Dhaliwal is not returning to K.C.C. and this position has now been posted internally.

S.E.O. Position - Arena: Short listed with interviewing in the next two weeks.

Personnel Committee: Stew requested that this be reconvened to consider applications.

**OTHER BUSINESS:**

- a) Community Public Art Program: Tabled in the absence of Carole Forsythe.
- b) City of Vancouver Planning Dept. Document on Local Areas: Available in Board office.
- c) Placement of Pool Staff during Shutdown:
  - Karen Hillman - Riley Park C.C.
  - Vera Gilbert - Vancouver Aquatic Centre
  - Bruce McPherson - Renfrew C.C.
- d) Report on Task Force on Economic Development: Available in Board office.
- e) Pool Party for Staff and Board: Friday 1st. September 8 - 10:30 p.m.

Meeting adjourned at 10:00 pm.

Recorded by Sheila Forster  
23rd August 1995.

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE KERRISDALE  
COMMUNITY SOCIETY HELD ON WEDNESDAY 27 SEPTEMBER 1995.

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PRESENT: Kathleen Bigsby, chair; Faith Bloomfield, Catherine Buckham, George Campbell, Dean Crawford, Gordon Englehart, Yvette Hardwick, David Harvey, Bill Harris, Pamela Oram, Lorna-Gail Peterson, Bill Watson.

REGRETS: Gerard Kelly, Marion Drake, Carole Forsyth, Katy Hughes, Willie Poon.

ABSENT: Nick Omelusik, Tim Sehmer, Edward Stephenson.

ALSO PRESENT: Stew Jordan, Susie Barreiro, Eileen Wilson, staff. Sheila Forster, secretary.

AGENDA: Accepted as circulated.

MINUTES:                MOVED by Bill Harris, seconded Pamela Oram  
                              that the minutes of the meeting of 23rd  
                              August 1995 be accepted as circulated.  
                              CARRIED.

CORRESPONDENCE:

1.     Resignation: Letter from Lindsay Chang resigning from the Board of Directors.
2.     1996 Budget Preparation - NNR & Supplementals: Requests to be sent to Park Board no later than October 6, 1995. Our priorities for 1996 are:
  - a) Arena Ceiling Insulation - NNR Budget
  - b) Youth Co-ordinator - Supplemental.

Any committee wishing to put in a budget request must do so by the above date.

3.     Community Association Conference 21/22 October 1995:
  - a) A request received for door prizes for the conference. Suggestions of T. shirts, water bottles. Susie Barreiro will look after this.
  - b) Kathleen would like as many Board members, office staff and Seniors' Council members as possible to participate in the conference. Sheila will co-ordinate the registrations.

4.     Neighbourhood Matching Fund: This fund is available for projects which will make a contribution to the neighbourhood, preferably with a long lasting benefit.

FINANCE: David Harvey responded to minutes of 20th September 1995 and financial statements for August 1995.

The fiscal year ended on 31st August and the books will be audited about the 3rd week of October.



It has been a very successful year financially with \$49,000 income from operations.

Budgets: David requested that committees which have not prepared a budget in prior years now do so. These budgets should show expenses and revenues which would give a good sense of where money comes from and where it goes and would also obviate the need for small requests being presented to the Board for approval.

MOVED by David Harvey, seconded Gordon Englehart that  
the Board accept the report of the Finance Committee.  
CARRIED.

**RENOVATIONS COMMITTEE**: In the absence of Gerard Kelly, Bill Watson and Lorna-Gail Peterson reported.

The plans presented to the meeting amalgamate suggestions received to date. It is now time for a public meeting. There will be a Renovations Committee meeting on Thursday 28th September and Kathleen requested Board members to carefully look at the plans during the break so that any recommendations for change can be put to the architects at this meeting. We need to have a final set of plans which will represent something we can go ahead with.

Further discussion after the break.

**PROGRAM COMMITTEE**: In the absence of Katy Hughes, Susie Barreiro responded to minutes of 13th September 1995.

- a) Exercise Room: The committee agreed to handle the running of the exercise room.
- b) Student Placements: Starting in January there will be a student placement from John Oliver and possibly Langara.

Distributed to Program Committee members, but not included in the Board package:

1996 Holiday Schedule.  
1995/95 program breakdown.  
Fundamentals of Registration.

Anyone wishing a copy of these please contact Sheila Forster.

MOVED by Pamela Oram, seconded Faith Bloomfield that the  
Board accept the report of the Program Committee.  
CARRIED.

**SENIORS' COUNCIL**: George Campbell responded to minutes of 14th August and 11th September 1995.

- 1. Correspondence: Letter received from The Mood Disorders Assn. of B.C. requesting approval to hold two meeting per month at the Centre. George did not feel that it was an appropriate group for a Seniors' Centre. After discussion it was agreed that the Rentals Committee would investigate and assess the situation.

MOVED by Yvette Hardwick, seconded Gordon Englehart that the Board accept the reports of the Seniors' Council. CARRIED.

**BUILDING & MAINTENANCE:** In the absence of Gerard Kelly Bill Watson responded to minutes of 9th September 1995.

MOVED by George Campbell, seconded Bill Harris that the Board accept the report of the Building & Maintenance Committee. CARRIED.

**KERRISDALE BUSINESS ASSOCIATION:** Verbal report by Pamela Oram.

Carnival Days: Once again very successful.

Because there have been a number of breaking/entering and shoplifting offences in Kerrisdale recently, a security firm will be employed to patrol 41st Avenue. Apparently Kerrisdale is considered a 'soft area' for crime.

MOVED by Gordon Englehart, seconded Bill Harris that the Board accept the report of the Kerrisdale Business Association. CARRIED.

**PROMOTIONS & COMMUNICATIONS COMMITTEE:** Catherine Buckham responded to minutes of 20th September 1995.

1. Christmas Newsletter: Deadline for articles is October 30th. Submission to be delivered to Catherine's box in main office.

2. Cross-Cultural Outreach: Chinese is the second most common mother-tongue in the Kerrisdale area and it was felt that the Chinese community would be the most obvious target group for an outreach program. This will begin with one translated article in the Christmas newsletter describing some of the services and activities provided at the Centre. The Board gave their support to the project.

MOVED by Lorna-Gail Peterson, seconded Yvette Hardwick that the Board approve the report of the Promotions & Communications Committee. CARRIED.

**ARENA:** In the absence of Marion Drake, Stew Jordan responded to the report of 13 September 1995.

1. Arena Ceiling: Letters received from Area Advisory Committee and Vancouver Thunderbirds regarding the continuing problems with the ice surface due to poor roof insulation. They are requesting that insulation of the ceiling be placed on the NNR Budget for 1996. The Board agreed that this should be a priority.

2. Repairs: Inside repairs are now completed. Outside painting has been delayed, possibly until 1996.

MOVED by David Harvey, seconded Gordon Englehart that

the Board agrees to make the Arena Committee proposal for insulation of the Kerrisdale Arena roof its first NNR priority for 1996. CARRIED.

YOUTH COMMITTEE: Verbal report by Dean Crawford.

Youth Initiative Project: The report is now complete. Copies of areas of specific interest to Kerrisdale will be distributed to the Youth Committee and Board members.

A meeting will be held on Saturday 30th September 1995 between the five centres and the Park Board to discuss funding.

RENOVATIONS - Discussion of proposed plans.

On the whole the plans were well received. However, some concerns were:

Pool viewing - not satisfactory. Could counter at reception desk be extended in direction of pool?

Pool security.

Office space - small.

Exercise area - this has been greatly increased. Is this realistic?

Woodworking - decreased - if we had better facilities would we get better enrolment?

Karate room - why is this being moved after recent renovations? Are Karate group happy with this?

These points were discussed and it was felt that exercise was here to stay and would increase over time. Woodworking requires permanently placed equipment and would be difficult to move if courses were not successful.

The Committee will make sure that all user groups are aware of the proposed plans.

Kathleen will take these concerns to the architects on 28th September. A final plan will be presented to a public meeting on 11th October 1995. We will advertise in the Courier and place posters around the centre. The Promotions and Communications Committee will handle this.

The public meeting will be the first step in the fund raising campaign. Kathleen requested that all Board members be present to give support for the plan and be available to answer questions.

EXECUTIVE COMMITTEE: Kathleen Bigsby responded to minutes of the 13th September 1995.

1. Charitable Collections Boxes: It was decided not to allow such collection boxes at the Centre.
2. Staffing in Seniors' Centre: The Seniors' Council will look at staffing and review job descriptions covering Seniors' Centre staff.
3. Fund Raising: We will request presentations from two further Fund Raising companies.

4. Boiler Problems: Boiler is not in good shape. The Park Board completely retubed it during the summer which should have put it in good shape for a few more years. However, the system has since been shut down from September 11 to 13 and for the week of September 17th. The Society has written to Mr. Spain, Building Services & Maintenance, Park Board, expressing our concern that replacement of the boiler is needed now before we are faced with winter shut-downs and not be left until the 1996 Capital Plan.

MOVED Bill Harris, seconded Gordon Englehart that the Board accept the report of the Executive Committee.  
CARRIED.

COMMUNITY RECREATION COORDINATOR: Stew Jordon responded to report of September 1995.

1. Divisional Workshop: To be held 2nd November 1996.

MOVED by Dean Crawford, seconded Gordon Englehart that the Board approve a contribution of \$5.00 per person, up to \$25.00 for Park Board/Association staff to attend the Divisional Workshop on 2nd November 1996. CARRIED.

2. New Telephone System: This should be installed by mid November and should be completely functional, including the Arena, by January registration. Training will be necessary for all who work in the reception area.

3. New Staff: Arlene Kwan is our new Recreation Facility Clerk. She has excellent language skills which will be extremely useful at the Centre. Clayton Myketiak is the new Building Service Worker and we have employed a new dishwasher. The SEO position is still in abeyance with further interviews taking place next week.

4. Volunteers in the Kitchen: The West Main Health Unit will give these volunteers some training on handling food and working in a Kitchen.

5. Christmas Party: Board members to let Susie have any suggestions for the party as soon as possible.

#### OTHER BUSINESS:

a. Report on Community Public Art Program - tabled in the absence of Carole Forsythe.

b. Annual Report of Park Board available in Board office.

MOVED by Faith Bloomfield that the meeting adjourn.

Meeting adjourned at 9:35 p.m.

Recorded by Sheila Forster  
27th September 1995.

**MINUTES of a meeting of the BOARD OF DIRECTORS of the KERRISDALE  
COMMUNITY CENTRE SOCIETY held on WEDNESDAY, OCTOBER 25, 1995**

=====

**PRESENT:** Kathleen Bigsby, chair; Catherine Buckham, George Campbell, Dean Crawford. Marion Drake, Gordon Englehart, Yvette Hardwick, David Harvey, Katy Hughes, Gerard Kelly, Willie Poon and Bill Watson.

**REGRETS:** Pamela Oram, Lorna-Gail Peterson.

**ABSENT:** Bill Harris, Faith Bloomfield, Nick Omelusik, Tim Sehmer Edward Stephenson, Carole Forsythe.

**GUEST:** Mr. Ken Spain, Building Services and Maintenance Dept, Board of Parks & Recreation.

**ALSO PRESENT:**

Gordon Lindal, West Area Manager; Stew Jordon, Susie Barreiro, staff; Carol Wiens, Kerrisdale Soccer; Betty R. Viveash, acting recording secretary.

**AGENDA:** Accepted as ammended.

**MINUTES:** **MOVED** by George Campbell, seconded by Katy Hughes that the minutes of the 27th. of September 1995 be accepted as circulated. **CARRIED.**

**CORRESPONDENCE:**

- 1) A letter from Alan Argent regarding the board's position on **Economic Access Policy (L.A.P).**

This letter was referred to the executive for recommendation. Although there remained some concern about possible lost revenue due to the use of Leisure Access passes, the recommendation of the executive committee was that:-

**"we continue with our present policy on L.A.P."**

So moved by Bill Watson, seconded by Dave Harvey.

**MOTION:** Moved by George Campbell and seconded by Marion Drake that: **"we accept the recommendation of the executive. CARRIED.**

- 2) **Aquatic Task Force meeting. Rescheduled to Thursday, November 16th. 1995, 7:30 p.m. Location is Douglas Park C. C.**

- 3) **Kinsmen Youth Awards** - Kathleen displayed a special package received from the Kinsmen regarding these awards. They will be presented on January 11th. 1996 and **nominations will close on November 17th. 1995.**

We will put up posters, distribute leaflets and inform our KIX staff of these awards.

**INTRODUCTION OF GUEST SPEAKER:**

Mr. Ken Spain, of the park board building services and maintenance department, was introduced to the board by Kathleen.

The background of our present boiler system was outlined by Mr. Spain.

- It was built 40 years ago. A change from oil-fired to gas was made in 1970 . The system was then regarded as adequate.
- underground pipes are old, steel piping is 18 years old and subject to corrosion.
- replacement was recommended as far back as the 1988 Capital Plan.
- replacement was later deferred due to the possibility of the existing centre being replace by a recreational complex and housing project.
- we now need to take into consideration the current renovation plans. Only when these are received can we assess our needs. Perhaps more than one boiler will be required. The present location of the boiler dictates that we can only install a **smaller** boiler. Any new boiler(s) should be good for 15 - 20 years. Quality is not as good as the former one. Costs for replacement are estimated at between \$100,000 and \$125,000.
- the interior **only** of the boiler has been retubed and the pool heat exchanger has been replaced.
- **all steel piping should be replaced.**
- concerning the abtstestos removal, this could continue for quite some time.
- Mr. Spain remarked that Park Board is prepared to replace the boiler and will put this recommendation in the next Capital Plan with the hope of public approval.
- the Capital Plan is being prepared **very shortly** with the pulic vote taking place in November 1996.
- it was established that the latest set of repairs to the boiler had cost approximately \$15,000.

Some discussion ensued with various board members questioning why such types of repairs needed to be included in a Capital Plan rather than being covered under "operating costs". It was felt that the public might be misled by this method and that perhaps we should "call a spade a spade."

Replying to these concerns Gordon Lindal indicated that over a period of time, park board had fallen behind in its allocation of maintenance funds and that this method of making up the short-fall has City management's approval.

Cathy Buckham questioned what would happen if this portion of the Capital Plan should be rejected by the public? Gordon Lindal stated that in an emergency we could take funds from one Capital Plan and replace it in the next Capital Plan.

Dean Crawford mentioned that Commissioner Wilson would be attending a future meeting of the executive council, giving us the opportunity to field some questions.

#### **PRESENTATION OF THE PROPOSED 1995/96 BUDGET - D. Harvey**

Copies of the proposed budget were circulated. Amounts were developed from the submissions of the various committees. Where submissions were not received, assessments were made depending upon the "**actual**" amounts of last year's budget.

Discussion took place on the various items. Two amounts appeared for exercise room equipment, one under "programming", the other under "exercise room equipment". There **are** 2 amounts. One includes staffing and the maintenance contract. **Seniors' budget** - George Campbell requested clarification of the number of items in the budget affecting the seniors. What seniors' staff salaries were included in the total amount? It was pointed out that the programmer's salary(i.e. Grace) was not included and that Isobel's salary is listed in the "Kitchen" budget. Other seniors' staff included are some reception staff, and all Building Service Workers.

- rental revenue quoted is for the whole building, with arena and pool budgets being entirely separate.
- the amount shown on page 3 of the proposed budget under "equipment for main and seniors' office" is included merely for general information. The money is already committed.

George Campbell stressed that the use of the word "**deficit**" in the seniors' monthly financial statements did not reflect the true picture of the relationship between kitchen receipts and disbursements. He felt "**subsidy**" to be closer to the truth since the operation of the kitchen is, and has always been acknowledged to be subsidized by the centre. While the seniors' council is anxious to improve the kitchen financial position, service to its members must take priority.

Kathleen reported that throughout her time on the board it has always been recognized that the kitchen receipts do not cover the costs - but that such a service is of great importance to the community. We should, therefore, acknowledge George's point regarding the use of "deficit" and report in a different manner in future.

**MOVED** by George Campbell, seconded by Gerard Kelly that "the K.C.C.S. financial statements indicate the planned subsidy given to the kitchen operation." **CARRIED.**

D. Harvey expressed thanks to the kitchen staff for a job well done.

The overall figure for staff salaries includes the accountant, rental supervisors, parking lot attendant and the KIX staff.

Stew Jordon suggested that the contribution of Park Board to K.C.C. salaries be included in the next board mailing package.

D. Harvey remarked that committees do not need to obtain board approval for any amount already printed in the budget. However, should the printed amount be exceeded, questions might be asked.

#### **RENOVATIONS COMMITTEE - Gerard Kelly.**

**Pool** - some delays in the arrival of equipment from Calgary. We anticipate arrival about the second week in December.  
- some problem with the pool roof - it should arrive around November 17th. and will have a steel frame with a non-removable fabric cover.  
- after installation Park Board will take care of routine maintenance.

**Centre Renovations** - successful public meeting on October 11th. re. Centre renovations. The architect will get back to us on resulting changes to proposed plans.

We will be meeting with the City planning department to discuss upgrading the whole complex to seismic standards.

#### **FUND RAISING**

- is to be sought for the proposed general renovations. Sources to include applying for a "B.C. 21" grant and inclusion in the city Capital Plan. A **strong commitment from the board** is required if we are to be successful with a public fund-raising campaign.  
- a poll will be taken among board members to see if we should hire a professional fund-raiser to give the preliminary report.  
- as a general rule it is felt that the total amount (\$2.2 million) should be raised over a maximum 6 month period if momentum is to be sustained.



Fund Raising (cont'd)

This is valid where fund-raising for the arts is concerned but ours may be a different case.

- two board members expressed concern over the exact degree to which the board is financially committed. Before we ask others to commit funds we must be sure of our responsibility.

- Kathleen reported that the plan for public fund-raising would target banks and large businesses in the area with perhaps 20% raised through public subscription.

- Carol Wiens added that it had been the soccer associations' experience that businesses were not prepared to contribute unless they could be assured of some form of advertising for their establishment.

- we should find out if Park Board has any restrictions concerning sponsorship vs. donation.

- since a larger goal of \$5 million had also been mentioned, could we meet all our renovation expectations within the lower figure?

- Kathleen pointed out that the whole project could be divided into 4 self-contained sections and we could proceed with one phase at a time, covering the project to completion in 3 to 4 years.

- park board approval is the key to whether we renovate the existing structure or create a new one.

- the accumulative time available to us is 5 years. Timing is all important.

- it is generally thought wiser to rebuild if renovation costs amount to 80% of rebuilding.

- any inclusion of the \$2.2 million in a park board Capital Plan is 16 months away. We should put in our application for the B.C. 21 grant soon. We also have to prove that we can come up with the necessary funds at the time of application.

- Kathleen explained that we can proceed with Phase 1 of the renovations as long as the value stays below 25% of twice the assessed value.

- do we have a moral issue of simply providing recreational use as per public demand, or must we see the necessity of first providing seismic upgrading to building code standards?

- Stew Jordon mentioned that in the case of an earthquake plans are already in place to use Vancouver's community centres as places of refuge. We should try to tackle upgrading in an organized manner outside of regular budgets.

- the question of raising memberships for seniors from the current \$4.00 per year to be consistent with other centres which charge more (\$10-\$12) was raised. This was not likely to go down well with our membership and the suggestion would be only taken as a recommendation. **MOVED** by Gordon Englehart, seconded by George Campbell. **CARRIED.**

**SENIORS' COUNCIL:**

- not everyone has a copy of the Council minutes. It was decided to refer items to the next board meeting.

**PROGRAMME COMMITTEE:** - Katy Hughes

- A board/staff Christmas social will be held at the arena on Sunday, December 3rd. It will take the form of a Family Skate and brunch.
- the monthly KIX dances have been a huge success. 225 young people attended the last one and 20 had to be turned away. Recognition and congratulations are in order for our KIX staff and volunteers.

**MOVED** by Katy Hughes, seconded by Gerard Kelly "that the board accept the Programme Committee Report." **CARRIED.**

At the request of Eileen Wilson, Pool Programmer, Katy brought forward the possibility of a special "pool reopening" event with the attendant promotion and publicity. This item will appear on the November agenda.

**ARENA:** - Marion Drake

- condition of the ice is good.
- roof insulation will be put on NNR list.
- outside of the building has **not** been painted. Can this be put on next year's NNR list?
- 150 people were in attendance for the Sat./Sunday opening, and the Thanksgiving Skate. The concession was **not open**.
- these events were attended by 150 and 200 people respectively. Would it not be possible for K.C.C. to operate the stand itself? Could coffee and snack machines be utilized instead?
- G. Lindal will look into the matter of opening the concession during large events.

**Registration** - handling both the K.C.C. Skating lessons and the Kerrisdale Figure Skating registrations at one time was not easy. Suggest we hold both at the arena next time, but **not at the same time.**

**MOVED** by G. Campbell, seconded by G. Englehart "that the board accept the Arena report." **CARRIED.**

**SOCCER:** - Carol Wiens

- This year we have 1,000 players. The 5 - 8 year category is especially large and there has also been an increase in girls' soccer.
- we have a good board and they are presently trying to improve some of the coaching and referee attendance problems. We also need to look at the system of paying referees and being sure cheques are picked up.
- A referee can make up to \$20 an hour.
- The soccer association would like extra publicity to attract more coaches and referees. Susie Barreiro suggested we might add this on to our regular brochure soccer advertisement.

**COMMUNITY RECREATION COORDINATOR:**

- our new phone system has installed today. Main office number is 257-8100, other extensions have their own individual numbers so that staff may be contacted directly.
- a list of the new locals will be distributed through the board mail slots.
- the initials S.E.O. appearing in the last minutes stand for "Stationary Equipment Officer."

**OTHER BUSINESS:**

a) Community Public Art Programme - Carole Forsythe was not present to report on this.

b) Park board Annual Report is available in K.C.C.'s board office.

**Canadian Unity meetings** - Commissioner Duncan Wilson invites anyone who is able to join him in a tree planting ceremony on Thursday, October 26th. at 1:00 p.m. to take place across from the park board offices.

**Tree planting** - join us at the clock on 41st. and Yew Street, Saturday, October 28th. at 11:00 a.m. for a tree planting.

**ADJOURNMENT** at 9:45 p.m. on a motion by Gordon Englehart.

Recorded by B.Viveash  
October 25, 1995

MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF THE KERRISDALE COMMUNITY  
CENTRE SOCIETY HELD ON WEDNESDAY 22 NOVEMBER 1995

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PRESENT: Kathleen Bigsby, chair; Faith Bloomfield, George Campbell, Dean Crawford, Marion Drake, Gordon Englehart, Yvette Hardwick, David Harvey, Bill Harris, Katy Hughes, Lorna- Gail Peterson, Willie Poon, Bill Watson.

REGRETS: Catherine Buckham, Ed Stephenson.

ABSENT: Carole Forsythe, Pamela Oram.

ALSO PRESENT: Stew Jordan, Lee Tarrant, staff. Sheila Forster, secretary.

AGENDA: Approved as circulated.

MINUTES:                MOVED by Lorna-Gail Peterson, seconded Bill  
                              Watson that the minutes of 25th October 1995  
                              be accepted as circulated. CARRIED.

CORRESPONDENCE:

1. University Community Plan - Transportation Access: Letter received from City Clerk, Vancouver, requesting nominations to the Task Force looking into the impact of traffic on neighbourhoods around major arteries to U.B.C. It was agreed that Kerrisdale should be represented and Willie Poon volunteered to do this.
2. Artist in Residence: Information sheet received and passed on to the Programme Committee.
3. Capital Plan 1996/99: Letter received from Alan Argent informing us that applications have to be in to the Park Board by 15th January 1996. The Executive will discuss this at their next meeting.

FINANCE COMMITTEE: David Harvey responded to Financial Statements for October 1995 and minutes of 15th November 1995 meeting.

1. Financial Statements: Investments increased by \$10,00 in GIC's and \$40,000 in B.C. Savings Bonds in the period Sept/Oct.
2. Auditor's Report: Draft audited accounts have been submitted. The Treasurer will meet shortly with auditors to finalize the audit.
3. Promotions & Communications Committee: The amount approved for this committee in the October budget presentation was insufficient and needs to be increased by \$1,500.

                              MOVED by David Harvey, seconded Faith  
                              Bloomfield that the Board approve that the  
                              Promotions and Communications Committee  
                              budget for 1996 be increased by \$1,500.  
                              CARRIED.

MOVED by David Harvey, seconded Bill Watson  
that the Board accept the Financial Committee  
report. CARRIED.

RENOVATIONS COMMITTEE: Kathleen Bigsby reported.

1. Pool Roof: This should be completed by 17th November 1995 and the probable opening of the pool will be mid January.

EXECUTIVE COMMITTEE: Kathleen Bigsby.

Renovation Plans for Centre: These were approved by the Park Board at a meeting with the Executive on 3rd November 1995. Application to the following funding sources were approved:

Capital Plan 1997-1999  
B.C. 21 Grant  
Public fund raising

The Capital Plan: Is 18 months away and we are not assured of getting the 2.2 million requested.

The B.C. 21 Grant: Could fund up to one third of the estimated cost.

Public Fund Raising: This was discussed in detail. The Executive agreed that we must have a professional fund raiser. One company has already given us a presentation and recommended a feasibility study at a cost of \$10,000, which we would commission and pay for with no commitment necessary to proceed further. Suggested that we should look at other presentations.

There was some concern whether the fund raisers would approach people for donations or would this be left to Board members. It was agreed that we need more information.

MOVED by Bill Harris, seconded Gordon  
Englehart that the Board approve the concept  
of the feasibility study pending further  
information and more specific proposals.  
CARRIED.

PROGRAMME COMMITTEE: Katy Hughes responded to minutes of 8th November 1995.

1. Halloween carnival: This was a great success with a total of 252 children attending. The programmers are to be congratulated on presenting such a variety of activities in an all day programme for pre-school to 10 year olds. The program was run by Centre staff and 60 volunteers from various high schools. Cost was \$1,000 ticket sales brought in \$500 - actual cost \$500.

2. Staff and Board Christmas Party: 3rd December 1995. Brunch and Skating Party. Please R.S.V.P. to Susie Barreiro as soon as possible. Park Board

Commissioners have been invited.

MOVED by Katy Hughes, seconded Marion Drake that the Board approve the expenditure of up to \$600 for the Christmas party. CARRIED.

3. Sport B.C.'s KidSport Fund: This organization helps children who cannot pay to play sports. They are requesting that we give them a donation from one of our funds in February 23rd and March 1st. 1996.

MOVED by Katy Hughes, seconded Marion Drake that the Board approve the donation of one day's revenue (February 29th 1996) from the exercise room to Sport B.C.'s KidSport Fund. CARRIED.

MOVED by Katy Hughes, seconded Marion Drake that the Board accept the Programme Committee report. CARRIED.

SENIORS' COUNCIL: George Campbell responded to the minutes of 16th October 1996 gave a verbal report on the meeting of 14th November 1996 .

1. Communications and Publicity: There will be a course on 17th January 1996 regarding procedures for the Monarch.
2. Kitchen: The training session for volunteers at the Health Unit was a success and a further session is planned for January or February 1996.
3. Programme Committee: The Halloween and Oktoberfest functions were very successful. The 'Flu Clinic was well attended by 1113 members at 8 clinics.

The Bonser and Minoru Senior Centres were visited and the programmes and facilities discussed by the Council.

4. Front Desk Shifts: New hours are now in effect with staff on until 8:00 p.m. and volunteers from 8:00 - 10:00 p.m. There is some concern that these volunteers are teenagers.

5. Membership: In order to assess the membership numbers accurately Marion Drake has been requested to chair a committee to look into membership and review the registration cards.

6. Job Descriptions: Yvette Hardwick is compiling job descriptions for Seniors' staff.

7. Terms of Office: These need to be clarified before nominations take place.

MOVED by Gordon Englehart, seconded Bill Harris that the Board accept the Seniors' Council reports. CARRIED.

ARENA: Marion Drake responded to minutes of 8th November 1995.

Marion distributed an article from the Province newspaper deploring the conditions at the Arena.

1. Concession Stand: The Park Board will consider turning the stand over to us, but not until next September. There was concern regarding the position of the Union and it was agreed that we should ask the Director, Philip Joseph, to come to a Board meeting and explain the Park Board's position. Dean Crawford offered his firm's services for a legal opinion, at no charge, if this were needed. Kathleen will contact Philip Joseph to make arrangements.

MOVED by Marion Drake, seconded Gordon Englehart that the Board accept the Arena report. CARRIED.

YOUTH SERVICES: Dean Crawford responded to November report.

The final report of the Youth Services Initiative, presented at the end of September, had some recommendations for the K.C.C.S. These will be distributed to Board members before the January meeting.

Funding for Youth Programmes is not available. Centres need to lobby the Park Board en bloc. There is a meeting with Park Board Commissioners on 7th December at Dunbar C.C. to discuss funding.

We have to decide how much money we are willing to put into a Youth Programme and whether we intend to start a full or part-time programme in September. Dean feels that we have to move on this without delay, there will be programme changes and choices to be made. The whole question of Youth Programming will be discussed at the January 1996 meeting. Brian Schwartz to be present at this meeting. High school council members will be asked to visit the Board at a subsequent meeting.

COMMUNITY RECREATION COORDINATOR'S REPORT: Stew Jordan responded to November 1995 report.

Staff attended a Park Board divisional Staff Workshop on 2nd. November 1995. A copy of the programme was circulated to Board members.

Lee Tarrant, our new Recreation Facility Clerk, was introduced to the meeting.

Victor Griffiths has started as S.E.O. at the Arena.

Centre Attendance Figures: Recent statistics show that Kerrisdale had the highest attendance, for Community Centres in 1994, at 275,00 with the West End C.C. next at 250,000.

The Park Board Operating Budget for Kerrisdale: This was circulated to members and discussed in detail. It shows that the Society carries a large share of casual salaries.

Reopening of Pool: Suggested date 24th January 1996. Stew Jordan and Katy Hughes to organize this- Eileen is on sick leave. Kathleen was asked to be M.C. and

invitations to be sent to Park Commissioners, Gordon Lindal, Bob Trydal, the Mayor and Councillors and School Principals. Refreshment will be served prior to the ceremony.

**OTHER BUSINESS:**

Board Meetings: The following dates were agreed upon for the January and February 1996 meetings:

Board meeting - 17th January 1996  
Board meeting - 7th February 1996  
Annual General Meeting - 28th February 1996

Sheila Forster requested that committee chairs have their annual reports to her as early as possible in January.

MOVED by Lorna-Gail Peterson that the meeting adjourn.

Meeting adjourned at 9:40 p.m.

Recorded by Sheila Forster  
22nd November 1996.