

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE KERRISDALE  
COMMUNITY CENTRE SOCIETY HELD AT 7:30p.m.  
WEDNESDAY 17<sup>th</sup> JANUARY 2001**

**PRESENT:** Bill Harris, chair, Kathleen Bigsby, Onno Bakhoven Christine Chipperfield, Peter Cook, Dean Crawford, Marion Drake, Joyce Gordon, Katy Hughes, Frances Hurd, Joan Knapp, Georgia Loukas, Sofia McGowan, Irene Ronnie, Wendy Trant, Carol Wiens, Benny Wong.

**ALSO PRESENT:** Stew Jordon, staff. Guest Phillip Ridell.

**REGRETS:** Russel Morrison, Allan DeGenova, Gordon Lindal.

**ABSENT:** Michael Peottcker.

**AGENDA:**

MOVED by Peter Cook, seconded Irene Ronnie that the Agenda be approved.  
CARRIED.

**MINUTES:**

MOVED Onno Bakhoven, seconded Marion Drake that the minutes of 27<sup>th</sup>  
November 2000 be approved. CARRIED.

Bill Harris reported that Ritchie McCloy is very seriously ill and has resigned from the Board. Ritchie will be greatly missed. In the short time he has been on the Board he has made a large contribution working on the Finance Committee, chairing the Communications and Affiliations Committees and joining in all board activities.

**UNFINISHED BUSINESS:**

**Strategic Planning:** Meeting will be held on Saturday 20<sup>th</sup> January at 10 a.m.

**Affiliations:** Tabled to appoint new chairperson.

**By-laws:** Dean Crawford presented the proposed changes to the by-laws. Mainly of a housekeeping nature to adhere to the new requirements of the Society Act. A "Conflict of Interest" policy is also included.

The question of the voting age Board Members was discussed. If the age is not specified in the by-laws the age of 19 specified in the Society act prevails.

There was considerable discussion centred around recommending a lower voting age. Dean stated that anyone could post a change to the by-laws two weeks prior to the Annual General Meeting. Joyce Gordon plans to do this and the proposed by-law will be presented for discussion at the 14<sup>th</sup> February 2001 Board Meeting.

MOVED by Joyce Gordon, seconded Georgia Loukas that the subject of voting age for board members will be on the agenda of 14<sup>th</sup> February 2002. CARRIED.

**FINANCE COMMITTEE REPORT: Peter Cook**

Peter reported that the audit has been completed for the year ending 31<sup>st</sup> August 2000 and that we are in a good financial position. Peter thanked OnnoBakhoven for his help with the audit.

Kerrisdale Soccer Club monies have been transferred to their own account - everything in order.

Budget for 2000-2001 was presented and discussed.

Onno Bakhoven is concerned that the Pool arena amount is \$2,000 in the budget when his proposed budget was for \$4,000. Peter felt that this was an error at the Finance Committee level.

MOVED by Peter Cook, seconded Benny Wong that the 2000-2001 budget be accepted as presented subject to discussion of the Pool/Arena amount.  
CARRIED.

Further discussion ensued as to whether the Pool and Arena were two separate items budgeted for \$2,000 each.

**AMENDED MOTION:**

MOVED by Peter Cook, seconded Benny Wong that the 2000-2001 budget be accepted as presented and the Pool/Arena be revisited regarding its allocation.  
CARRIED Onno Bakhoven against.

**KERRISDALE SOCCER CLUB: Carol Wiens.**

Cheque Signing Authority: To date the second signature on the KSC cheque has been a KCCS board member. Now that KSC manages its own finances Carol asked that both signatures on their cheque be KSC board members. The Board agreed with this, subject to the approval of the Board of the KSC..

**EXECUTIVE COMMITTEE REPORT: Minutes of 10<sup>th</sup> January 2001.**

Gaming Commission: Our application for funds has been refused and we will apply for a review which will be held in the middle of March.

Youth: Stew has resubmitted an Added Basic request for funding for a half-time youth worker. Stew continues to attend the meetings of the Youth Advisory Committee.

MOVED by Benny Wong, seconded Onno Bakhoven that the Executive report

be accepted. CARRIED.

**SENIORS' COUNCIL REPORT:** Irene responded to minutes of 11th December 2000.

There were many Christmas activities including a dinner cruise, a visit to the Stanley Park train and a tea on Christmas Day. All were well attended and enjoyed immensely.

One hundred tickets sold to the upcoming Robbie Burns supper.

The Seniors' Council AGM will be held on 1st February 2001.

MOVED by Irene Ronnie, seconded Sofia McGowan that the Seniors' Council report be accepted. CARRIED.

**PROGRAM COMMITTEE REPORT:** Katy Hughes responded to minutes of 6th December 2000 and 10TH January 2001.

Artists at Work Program: There will be demonstrations of spinning, weaving, basketry and lace-making at Kerrisdale, Renfrew Park and Strathcona Community Centres from 15th January - 25th February 2001. This program is sponsored by the Vancouver Park Board in partnership with the Centres.

Committee Participation and Program Feedback: At present Board and Committee Members are allowed a \$50 a year rebate on any course they take at the Centre. This remains in effect. However, they may now take a further course in order to give some feedback to the Programmers. These courses will be offered free, after consultation with a Programmer to see what courses are available.

MOVED by Katy Hughes, seconded Irene Ronnie that the Program report be accepted. CARRIED.

**COMMUNITY RECREATION COORDINATOR'S REPORT:** Stew Jordon Jan.2001

Stew Reported that the winter registration was better than expected after the strike and feels that we will eventually win back all our customers and continue to grow.

Some transactions from the fall to the winter (refunds, rollovers, etc) still require some monitoring.

There is the possibility that Bob Harris, Pool Programmer will be moving on to fresh fields.

**NOMINATIONS:** Sofia McGowan reported.

There are 10 vacancies to be filled.

Advertising for new board members is in place. Application forms and information are at the front desk. There will be an information meeting 21<sup>st</sup> or 22<sup>nd</sup> February 2001.

**NEW BUSINESS:** Bill reported that there will be a Public Meeting 22 January at 4-8 p.m. to discuss the proposed changes to the Esso gas station at 41<sup>st</sup> and Granville.

MOVED by Benny Wong that the meeting adjourn

Meeting adjourned at 9:40 p.m.

Recorded by Sheila Forster  
17<sup>th</sup> January 2001.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE  
KERRISDALE COMMUNITY CENTRE SOCIETY HELD  
AT 9:05 p.m. Wednesday 28<sup>th</sup> February 2001**

**PRESENT:** Katy Hughes, chair; Onno Bakhoven, Kathleen Bigsby, Elainah Breitenstein, Christine Chipperfield, Peter Cook, Marion Drake, Joyce Gordon, Frances Hurd, Joan Knapp, Sophia McGowan, Philip Riddell, Irene Ronnie, Wendy Trent, Benny Wong.

**STAFF:** Stew Jordan, Dino Geremia, Susan Archibald, Susie Mele, Bob Harris, Lee Tarrant, Norman Funk. **PARK BOARD:** Gordon Lindal.

**REGRETS:** Bill Harris, Susan Ronalds, Michael Poettcker.

**ABSENT:** Carol Wiens.

**AGENDA:**

MOVED By Sofia McGowan, seconded Benny Wong that the agenda be approved. CARRIED.

**MINUTES:**

MOVED by Benny Wong, seconded Philip Riddell that the minutes of the 14<sup>th</sup> February 2001 be approved. CARRIED.

**OFFICERS:**

MOVED by Benny Wong, seconded Philip Riddell that we maintain the current slate of officers until March 2001 Board Meeting. CARRIED.

**PROGRAM COMMITTEE REPORT:** Tabled.

**FINANCE COMMITTEE REPORT:** Peter Cook reported that our finances were in very good shape. Financial statement for the end of February will be attached to the March package.

**COMMUNITY RECREATION COORDINATOR:** Stew Jordan welcomed new members to the Centre and asked that they let him know of any questions they may have.

**B.C.R.P.A. CONFERENCE:** To be held in Kelowna. Board members interested in attending should let Stew know as soon as possible.

**YOUTH COMMITTEE:** Sofia McGowan informed us that she will no longer be chairing this committee.

Kathleen Bigsby gave a vote of thanks, on behalf of the Board, to Bob Harris who is leaving us today.

MOVED by Benny Wong that the meeting adjourn

Meeting adjourned at 9:20 p.m.  
Recorded by Sheila Forster

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE  
KERRISDALE COMMUNITY CENTRE SOCIETY HELD  
AT 7:30 p.m. WEDNESDAY 14<sup>th</sup> FEBRUARY 2001**

**PRESENT:** Bill Harris, chair; Kathleen Bigsby, Onno Bakhoven, Christine Chipperfield, Joyce Gordon, Frances Hurd, Georgia Loukas, Sofia McGowan, Carol Wiens, Benny Wong.

**REGRETS:** Peter Cook, Katy Hughes, Joan Knapp, Russell Morrison, Irene Ronnie, Commissioner DeGenova, Gordon Lindal.

**ABSENT:** Dean Crawford, Marion Drake, Michael Poettcker, Wendy Trant,

**STAFF:** Stew Jordan.

**AGENDA:**

MOVED by Onno Bakhoven, seconded Benny Wong that the agenda be approved. CARRIED.

**MINUTES:** Addition to minutes of 17<sup>th</sup> January 2001, Page 2 Finance Report:

Kerrisdale Soccer Club "A balance of \$2,702.14 is still owing to the Club"

MOVED by Benny Wong, seconded Joyce Gordon that the minutes of 17<sup>th</sup> January 2001 be accepted with above addition. CARRIED.

**A.S.K.** Christine Stardom has informed Bill Harris that A.S.K. are still pursuing the concept of being part of the K.S.C. .

**UNFINISHED BUSINESS:**

**BY-LAWS:** Joyce Gordon distributed a copy of an amendment to the by-laws which she is proposing for consideration at the A.G.M.

This amendment to the bylaw proposed that the K.C.C..S. Board of Directors may include up to 3 persons under the age of majority provided that they are at least 17 years of age at the time of election or appointment to the Board. At present we abide by the age of 19 as specified in the Society Act.:

Interminable discussion followed :

Stew Jordan voiced his concern that having anyone under the age of majority would be problematic with regard to events which serve alcohol.

Sofia McGowan felt that we could address the inclusion of Youth at the Youth Committee level from which they could present their ideas, concerns and proposals to the Board at a regular board meeting. Carol Wiens concurred with this.

The proposed amendment to the bylaw will be voted upon at the Annual General Meeting.

**STRATEGIC PLAN:** Kathleen Bigsby reported.

A meeting was held on 20<sup>th</sup> January 2001 to review the Mission & Goals statement and consider the input to this provided by board members. A draft statement was included in the February board package and members were asked to review this and be prepared to discuss it at the March board meeting.

**FINANCE COMMITTEE REPORT:** Benny Wong responded to 1<sup>st</sup> February 2001 minutes, Financial Statements for 31<sup>st</sup> December 2000.

We are in good financial shape showing a surplus of \$29,034.00 as a 31<sup>st</sup> December 2001.

Kerrisdale Soccer Club: The amount of \$1,256 owing to the KSC is incorrect and should read \$2,702.14.

**Budget:** The Pool budget was reviewed in consultation with Bob Harris. Taking into account last year's budget and expenditures the Finance Committee propose that:

- a) budget be increased from \$1,000.00 to \$2,500.00
- b) Arena budget remains at \$1,000.00

**Paper Shredder:** To ensure no loss of privacy of information a paper shredder will be purchased.

**Computer Monitor:** To facilitate viewing of spreadsheets a 17" or 19" monitor will be purchased.

MOVED by Benny Wong, seconded Kathleen Bigsby that the Finance report be accepted. CARRIED.

**SENIORS' COUNCIL:** Frances Hurd responded to minutes of 15<sup>th</sup> January 2001.

**Kitchen Help:** More volunteers are urgently needed. There is consideration of having some paid help and the Seniors' Council would have to make a recommendation to the Board for this. Benny Wong pointed out that the kitchen is in a deficit position at present.

**KERRISDALE SOCCER CLUB:** Carol Wiens responded to minutes of 9<sup>th</sup> January 2001

Congratulations to Carol Wiens on being awarded the B.C. Soccer Association's Merit Award.

MOVED by Benny Wong, seconded Sofia McGowan that the KSC report be accepted. CARRIED.

**NOMINATIONS:** Sofia McGowan reported.

There are 10 positions to be filled and to date there are 11 nominees.

There will be an information meeting for the new nominees on Monday 19<sup>th</sup> February 2001. Applications close on 21<sup>st</sup> February, but nominations can still be made from the floor at the A.G.M. on 28<sup>th</sup> February.

**C.R.C.:** Stew Jordan, verbal.

Bob Harris will be leaving as Pool Programmer on 28<sup>th</sup> February 2001 and Debbie Mah will be acting Pool Programmer until such time as a replacement for Bob can be secured.. We now have two vacancies at the Pool.

Stew reported that there is a vacancy for a caretaker at Elm Park and the Board felt that this position should be filled by someone local, who was familiar with the area.

Susie Mele, Seniors' Programmer is expecting a baby in August and will be on maternity leave for one year. Interviews will be held for a replacement at which the Seniors' Council chair and one other Seniors member will be present.

#### **OTHER BUSINESS:**

##### **Volunteer of the Year Award:**

The Awards Night will be hosted by the K.C.C.S. at the Centre on 25<sup>th</sup> April 2001. The Board's choice of recipient will be announced later.

**KCCS T Shirts:** There have been some enquiries for these. The Promotions & Communications Committee have looked into this, but decided it was not valid, particularly as Dunbar C.C. Lost money on the venture

**GAMING COMMISSION:** There will be a meeting with three members of the Gaming Commission on 14<sup>th</sup> March 2001 at 9 a.m. Michael Stevens of Kerfoot, Cameron are giving us pro-bono assistance with this case. Kathleen Bigsby, Benny Wong, Carol Wiens and Peter Cook are our representatives.

There will be a preparation meeting on Saturday 24<sup>th</sup> February at 11:15 a.m.

MOVED by Onno Bakhoven that the meeting adjourn

Meeting adjourned at 9:40 p.m.

Recorded by Sheila Forster  
14<sup>th</sup> February 2001



**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE  
KERRISDALE COMMUNITY CENTRE SOCIETY HELD AT  
7:30 P.M. WEDNESDAY 28<sup>TH</sup> MARCH 2001.**

**PRESENT:** Bill Harris, chair; Onno Bakhoven, Elainah Breitenstein, Christine Chipperfield, Peter Cook, Marion Drake, Joyce Gordon, Katy Hughes, Frances Hurd, Joan Knapp, Michael Poettcker, Susan Ronald, Irene Ronnie, Wendy Trant. Carol Wiens, Benny Wong. Stew Jordan, Dino Geremia, Staff.

**REGRETS:** Kathleen Bigsby, Sofia McGowan, Carol Wiens. Gordon Lindal, Park Board.

**AGENDA:**

MOVED by Irene Ronnie, second Michael Poettcker that the agenda be approved.  
CARRIED.

**MINUTES:**

MOVED by Peter Cook, seconded Christine Chipperfield that the minutes of 28<sup>th</sup> February 2001 be approved. CARRIED.

Bill Harris reported that a very enjoyable party was held this week for Bob Harris, who is leaving at the end of the month.

**FINANCE COMMITTEE REPORT:** Peter Cook reported on the Financial Statements for the period ending 28 February 2001 and minutes of 16<sup>th</sup> March 2002.

The Revenue and Expenses statement shows a surplus of \$30,381 for the year to date.

Peter reported that our investments are in Guaranteed types of instruments and also relatively liquid. Given the recent decline in equity markets, the conservative approach of the Finance Committee was appropriate.

MOVED by Peter Cook, seconded Benny Wong that the Finance report be accepted.  
CARRIED.

**EXECUTIVE COMMITTEE REPORT:**

Gaming Commission: A meeting was held on 24<sup>th</sup> March 2001 with the Gaming Commissioners to appeal our denial of access to gaming revenue. A copy of our presentation is available in the Board Office. We should have a reply in a few weeks' time.

MOVED by Michael Poettcker, seconded Benny Wong that the Executive report be accepted. CARRIED.

**SENIORS' COUNCIL REPORT:** Irene Ronnie responded to minutes of 1st February, 12th February and 12th March 2001.

The Annual General Meeting was held on 1st February 2001 and the following Seniors' Council was elected.

Irene Ronnie, chair; Lillian Embling, Rosalie Howden, Eleanor MacIntosh, Mary Niblock, Steve Sothy, Vi Smyth, Bess Wayslow.

Renovations of the Lounge: The chairs have now been recovered and new carpets will be installed on Sunday 8th April. The Seniors' Centre will be closed that day.

The permanent outdoor furniture has been removed and will not be replaced due to concerns regarding repeated vandalism. There is furniture stored away if needed for any events on the patio.

MOVED by Irene Ronnie, seconded Michael Poettcker that the Seniors' Council report be accepted.

**PROGRAM COMMITTEE REPORT:** Katy Hughes responded to minutes of 14th February and 14th March 2001.

It was reported that the Artist in Residence program for 2001 is looking for submissions. We must commit to select a project from the proposals and a \$2,500 commitment of funds must be approved at the Board level. The Program Committee thought that Kerrisdale should be considered for this program.

MOVED by Katy Hughes, seconded Onno Bakhoven that the Program Committee report of 14th February 2001 be accepted. CARRIED.

Board Members were asked to submit any ideas they may have for the upcoming Summer Program. Let Susan Archibald have them by 20th April.

MOVED by Katy Hughes, seconded Joan Knapp that the Program Committee report of 14th March 2001 be accepted. CARRIED.

#### **KERRISDALE SOCCER CLUB:**

MOVED by Michael Poettcker, seconded Elainah Breitenstein that the February 2001 Kerrisdale Soccer Club report be accepted. CARRIED.

**ELECTION OF OFFICERS:** Positions to be filled; President, 2 Vice Presidents, Treasurer, Secretary.

MOVED by Michael Poettcker, seconded Benny Wong that Bill Harris be nominated as President. No further nominations. DECLARED

MOVED by Michael Poettcker, seconded Benny Wong that Katy Hughes be nominated as Vice President. No further nominations. DECLARED.

MOVED by Michael Poettcker, seconded Elainah Breitenstein that Benny Wong be nominated as Vice President. No further nominations. DECLARED.

MOVED by Michael Poettcker, seconded Benny Wong that Peter Cook be nominated as Treasurer. No further nominations. DECLARED.

MOVED by Michael Poettcker, seconded Benny Wong that Carol Wiens be nominated as Secretary. No further nominations. DECLARED.

#### **APPOINTMENTS:**

MOVED by Michael Poettcker, seconded Peter Cook that Irene Ronnie be appointed to the Board of Directors. CARRIED.

MOVED by Michael Poettcker, seconded Peter Cook that Marion Drake and Frances Hurd be the Board representatives to the Seniors' Council. CARRIED.

#### **MISSION, GOALS, POLICIES AND STRATEGIES:**

These were distributed with the package for members to peruse and it was agreed that they should be adopted.

Bill expressed thanks to Dino Geremia for his help in this exercise

MOVED by Michael Poettcker, seconded Irene Ronnie that the Board approve adopting the Mission, Goals, Policies and Strategies as circulated. CARRIED.

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

Swim Instructor: Interviews will held tomorrow for this position. Onno Bakhoven is the Board representative.

Arena: Harvey Eng has left and Karen Seguin will start in this position on 2<sup>nd</sup> April.

Pool: Debbie Mah is currently Acting Programmer and posting this position will be left in abeyance for the time being.

Personnel Committee needs to be reactivated . Kathleen Bigsby and Marion Drake will attend the Arena discussion.

Seniors: Susie Mele will go on maternity leave in July and there will be a competition for this one year position.

Stew noted that we are losing 3 programmers out of 5 and it will leave Dino and Susan with a heavy load.

#### **OTHER BUSINESS:**

Joyce Gordon distributed a report regarding Youth participation on the Board of Directors, with a letter from the B.C. Principals & Vice-Principals' Association recommending such participation.

MOVED by Joyce Gordon, seconded Michael Poettcker that the Board make a concerted effort to attract youth members to the Board of Directors. CARRIED.

It was felt by a number of members that a motion was not necessary as the Mission, Goals, Policies and Strategies statement covered this issue. Our Nominating Committee Terms of Reference state that '... we must strive to ensure that the composition of the Board is representative of the Society's membership in terms of age, gender and interests'. Bill Harris commented that when he was chairing the Nominations Committee they emphasized the need for young members, but none applied.

MOVED by Irene Ronnie that the meeting adjourn.

Meeting adjourned at 9:15 p.m.

Recorded by Sheila Forster  
28<sup>th</sup> March 2001.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE  
KERRISDALE COMMUNITY CENTRE SOCIETY HELD AT  
7:30 p.m. WEDNESDAY 28<sup>TH</sup> APRIL 2001**

**Present:** Bill Harris, chair; Onno Bakhoven, Kathleen Bigsby, Marion Drake, Frances Hurd, Joan Knapp, Sofia McGowan, Michael Poettcker, Philip Riddell, Susan Ronald, Wendy Trant, Benny Wong, Stew Jordan, staff.

**Regrets:** Elainah Breitenstein, Christine Chipperfield, Peter Cook, Katy Hughes, Irene Ronnie, Carol Wiens.

**Absent:** Joyce Gordon.

**AGENDA:**

MOVED by Kathleen Bigsby, seconded Onno Bakhoven that the Agenda for 28<sup>th</sup> April 2001 be approved. CARRIED.

**MINUTES:**

MOVED by Michael Poettcker, seconded Benny Wong that the minutes of 28<sup>th</sup> March 2001 be approved. CARRIED.

**FINANCE COMMITTEE:** Benny Wong responded to statements for 31<sup>st</sup> March 2001 and minutes of 18<sup>th</sup> April 2001.

1. Statements show that we are in a healthy financial position.

MOVED by Benny Wong, seconded Kathleen Bigsby that the statements for 31<sup>st</sup> March 2001 be accepted. CARRIED.

2. Minutes of 18<sup>th</sup> April 2001.

- a) The committee approved the purchase of a heavy duty shredder for the main office. The Park Board has purchased a smaller shredder for Norman Funk's office.
- b) The Committee made a motion that any surplus funds from Operations, in excess of \$10,000 in each quarter commencing on 1<sup>st</sup> September 2000, be specifically allocated to a Building Renovation Fund until it is sufficient to fund the next phase of construction. Onno Bakhoven had concerns with setting up a separate fund, stating that the monies could remain in the general account and be taken out when needed. Kathleen responded that it is normal business practice to earmark money for a particular purpose.

MOVED by Benny Wong, seconded Michael Poettcker that any surplus funds in excess of \$10,000 commencing 1<sup>st</sup> September 2000 be specifically allocated to a Building Renovation Fund until it is sufficient to fund the next phase. CARRIED.  
Onno Bakhoven against.

If circumstances arise in the future whereby surplus funds are no longer available or the Board wishes to re-allocate surplus funds toward other projects, the above motion can be rescinded and more appropriate motions presented for consideration.

- c) In order to make better use of office space Norman Funk requires additional and or replacement furnishings for his office. He will present estimates to the Finance Committee for consideration.
- d) Estimates for renovations will be made by the Renovations Committee. We will hopefully have these by January 2002.

MOVED by Benny Wong, seconded Michael Poettcker that the minutes of 18<sup>th</sup> April 2001 be accepted. CARRIED. Onno Bakhoven against.

#### **EXECUTIVE COMMITTEE REPORT: Minutes of 18<sup>th</sup> April 2001.**

- 1. Gaming Commission: The Commission have denied our appeal for gaming funds. We will resubmit our application after meeting with the Commission staff to ascertain what is needed to file a new application.
- 2. Summer Barbecue: Will be held at Bill Harris' home on 25<sup>th</sup> July 2001. Susan Ronalds and Michael Poettcker will coordinate this event.
- 3. Kerrisdale/ Kitsilano Rink Pilot Project:
  - a) This project was successful with both facilities benefitting from the arrangement. The present workload was manageable for both the Booking Clerk and the Programmer, and this model could be successfully used for further twinning of Park Board Rinks, provided that the Programmer has strong management skills to handle the complexities of multiple facilities and that the two rinks and Associations have similar policies, practices and clients.
  - b) Computer Use: Onno is concerned that all Arena (Kerrisdale and Kitsilano) and Society activities are on the same data base, which is confusing. Stew is aware of this and changes will be made.
- c) Renovations to the Kerrisdale Arena Office: Office modifications are required to improve public access at the Arena. Gordon Lindal, Park Board, has assured us that he is looking after this.

MOVED by Michael Poettcker, seconded Onno Bakhoven that the Executive Report be accepted.. CARRIED.

#### **SENIORS' COUNCIL: Frances Hurd responded to minutes of 9<sup>th</sup> April 2001.**

**A.S.K.:** A meeting was held today between the Pacific Spirit Health Unit, and Dunbar and Kerrisdale Community Centre staff to assist A.S.K. in formulating a Mission and Goals statement.

A.S.K. are looking at other possibilities than the Kerrisdale Centre, as the ownership of our building

is a stumbling block. However, Bill emphasized that we still support the concept of A.S.K.

MOVED by Marion Drake, seconded Sofia McGowan that the Seniors' Council report be accepted. CARRIED.

**PROGRAM COMMITTEE REPORT:** Minutes of 11<sup>th</sup> April 2001.

1. Summer Programs: Brochure is started with art and sports camps as well as the regular day camps for kids.
2. Youth: Ritchie, the Youth Development Worker, is very active with Career Planning, creating opportunities for youth to get involved on a volunteer basis where he is matching the volunteers to work at different events at the Centre to help get their CPP hours and generally getting youth back to the Centre.
3. Upcoming Events:
  - Painting a mural on the pool wall
  - Camping and Outward Bound - leadership training.
4. Youth Week - May 5-12. This is a citywide event which will be at the Kerrisdale Arena. The event should draw around 500 youth city wide to a dance.

Benny Wong asked if funds were sufficient for Youth Week. If not, let the Board know.

MOVED by Sofia McGowan, seconded Michael Poettcker that the Program Committee Report be accepted. CARRIED.

**KERRISDALE SOCCER CLUB REPORT:** Minutes of 5<sup>th</sup> March 2001.

We do not have a representative from the K.S.C. on the Board. We will contact their President.

MOVED by Kathleen Bigsby, seconded Philip Riddell that the Kerrisdale Soccer Club report be accepted. CARRIED.

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

Everything going along well in spite of the strike. We got back into swing of things quickly.

Amanda Kirk is our new Swim Instructor Attendant.

1. Volunteer of the Year Award: K.C.C. hosting this event on 29<sup>th</sup> April 2001.
2. B.C.R.P.A: Excellent conference.. Reports will be in the May package.

MOVED by Michael Poettcker that meeting adjourn.

Meeting adjourned at 8:50 p.m.

Recorded by Sheila Forster 28 April 2001.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE  
KERRISDALE COMMUNITY CENTRE SOCIETY HELD AT  
7:30 P.M. 30<sup>TH</sup> May 2001.**

**Present:** Bill Harris, chair; Onno Bakhoven, Kathleen Bigsby, Christine Chipperfield, Peter Cook, Marion Drake, Joyce Gordon, Katy Hughes, Frances Hurd, Sofia McGowan, Michael Poettcker, Philip Riddell, Irene Ronnie, Wendy Trant, Carol Wiens, Benny Wong.

**Staff:** Stew Jordan, Susan Archibald, Kim Seguin.

**Regrets:** Joan Knapp. Gordon Lindal.

**AGENDA:**

MOVED by Benny Wong, seconded Christine Chipperfield that the agenda for 30<sup>th</sup> May 2001 be approved. CARRIED.

**MINUTES:**

MOVED by Onno Bakhoven, seconded Marion Drake that the minutes of 28<sup>th</sup> April 2001 be approved. CARRIED.

Bill Harris presented Susan Archibald with a gift on the occasion of her marriage with best wishes from the Board.

Bill welcomed Kim Seguin, new Programmer for the Arena, to her first board meeting.

**FINANCE COMMITTEE:** Peter Cook responded to financial statement for 30<sup>th</sup> April 2001.

Year to Date net from operations was \$94,475 and from this \$47,198 has been transferred to the Building Renovation Fund.

We continue to do well. Our accounting systems are in excellent shape.

MOVED by Peter Cook, seconded Kathleen Bigsby that the Finance report be accepted. CARRIED.

Referring to the motion regarding the transference of surplus funds to a Building Renovation Fund, Peter reiterated that the Finance Committee has the authority to rescind this motion at any time should the need arise.

Peter reported that \$100,000 will be transferred from our operating account to our investment account at Scotia McLeod. We now have a total of \$208,000 in investments in that account.

**EXECUTIVE COMMITTEE REPORT:** Minutes of 23<sup>rd</sup> May 2001.

MOVED by Kathleen Bigsby, seconded Michael Poettcker that the Executive report be accepted. CARRIED.



**SENIORS' COUNCIL :** Irene Ronnie responded to minutes of 14<sup>th</sup> May 2001.

The Volunteer of the Year Award which was held at the Kerrisdale this year was excellent. Participants came from all over the city to receive their awards. Refreshments were served and bands and bell ringers supplied the musical entertainment.

MOVED by Irene Ronnie, seconded Marion Drake that the Senior' Council report be accepted. CARRIED.

**PROGRAM COMMITTEE REPORT:** Sofia McGowan responded to minutes of 9<sup>th</sup> May 2001.

Youth Week Event at K.C.C.: Unfortunately the continuing bus strike affected attendance at this event. We had hoped to attract more teens, but a great time was had by the 150 who did attend.

Pre-teen Conference: This event was attended by 62 grade seven students from Maple Grove and Quilchena to discuss such topics as alcohol and drug abuse, stress management, relationships, martial arts, dancing and nutrition.

Meetings: The committee considered reducing the number of meetings per year. It was decided that no changes would be made, but if there was no business to discuss the meeting would be cancelled.

Gym: The floor, walls and pipes will be cleaned. More mats and equipment for the tots gym sessions will be purchased.

MOVED by Sofia McGowan, seconded Joyce Gordon that the Program report be accepted. CARRIED.

**RENOVATIONS COMMITTEE REPORT:** Kathleen Bigsby responded to minutes of 17<sup>th</sup> May 2001 and report of 20<sup>th</sup> May 2001.

1. It appears that the amount remaining in the Capital Plan is approximately \$20,000 less than we were told in August 2000. This is being investigated.

2. Bentall Corporation has some ideas for possible redevelopment of the Kerrisdale Centre and Arena sites. The Society and Park Board will meet with Bentall in mid June. Kathleen informed the board that we have no idea what they have in mind and will report back at the next meeting

MOVED by Kathleen Bigsby, seconded Peter Cook that the Renovations report be accepted. CARRIED.

**COMMUNITY RECREATION COORDINATORS REPORT:** Stew Jordan responded to report of May 2001

Stew reported that it is no accident that we are in a good financial position. This is very largely due

to the skill of our programmers and staff. Dino and Susan handle 130 programs each which is double the normal. Susie is going on maternity leave, we have a vacancy at the Pool and we cannot take anything for granted. We must anticipate what is going to happen in the future and to this end Stew is holding a staff retreat on 9<sup>th</sup> June with the programmers, Lee and Tony. We must make sure that we can cope in the future.

Arena: Stew reported that we will have to purchase a new chiller machine at a cost of \$65,000 and with this unexpected expenditure it is unlikely that we will be able to renovate the arena lobby as hoped.

Stew thanked all our volunteers for their help during the bus strike.

#### **OTHER BUSINESS:**

Kathleen recommended that a letter be written to the Mayor, Premier, MLA's, Translink and the papers stating that the continued lack of public transport is having a great effect on all sectors of the public and should be an essential service.

MOVED by Kathleen Bigsby, seconded Philip Riddell that such letters be sent.  
CARRIED.

MOVED by Benny Wong that the meeting adjourn.

Meeting adjourned at 8:30 p.m.

Recorded by Sheila Forster  
30<sup>th</sup> May 2001.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS  
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY  
HELD AT 7:20 p.m.ON WEDNESDAY 27<sup>TH</sup> JUNE 2001**

**Present:** Benny Wong, chair: Onno Bakhoven, Kathleen Bigsby, Christine Chipperfield, Joyce Gordon, Katy Hughes, Frances Hurd, Joan Knapp, Michael Poettcker, Philip Riddell, Wendy Trant.

**Staff:** Stew Jordan, Susie Mele.

**Regrets:** Peter Cook, Bill Harris, Sofia McGowan, Irene Ronnie, Carol Wiens.

**Absent:** Marion Drake.

**AGENDA:**

MOVED by Philip Riddell, seconded Michael Poettcker that the agenda be approved.

**MINUTES:**

MOVED by Kathleen Bigsby, seconded Onno Bakhoven that the minutes of 30<sup>th</sup> May 2001 be approved.

At this point Katy Hughes took over the chair from Benny Wong.

**FINANCE REPORT:** Benny Wong responded to statement of 31<sup>st</sup> May 2001.

Statements showed \$17,625 net from operations for the month of May 2001 only.  
Strip bonds are \$202,060

MOVED by Benny Wong, seconded Michael Poettcker that the financial statements for 31<sup>st</sup> May 2001 be accepted. CARRIED.

Benny Wong resumed the chair.

**EXECUTIVE COMMITTEE REPORT:** Meeting of 20<sup>th</sup> June 2001.

1. Park Board Reception for Jan Eisenhardt. A contribution of \$200 will be sent to the Park Board for this event.
2. Association President's Conference Feb/March 2002: Volunteers are needed to sit on the planning committee. Would anyone interested please let Bill Harris know as soon as possible.

MOVED by Michael Poettcker, seconded Philip Riddell that the Executive report be accepted. CARRIED.

**SENIORS' COUNCIL REPORT:** Frances Hurd responded to minutes of 11<sup>th</sup> June 2001.

MOVED by Onno Bakhoven, seconded Michael Poettcker that the Seniors' Council report be accepted. CARRIED.

**PROGRAM COMMITTEE REPORT:** Christine Chipperfield responded to minutes of 13<sup>th</sup> June 2001.

1. Maple Grove School after school program: This is a pilot project, staffed by Centre staff and run much like the summer day camps, which will provide after school activities from 3:00 to 6:00 p.m. each day.
2. The committee would like to see KCC members become more involved at the committee level. To this end poster and/or leaflets will be put about the Centre informing members that they are welcome and are needed to become involved in their community.
3. Committee members are being asked for ideas as to how we can better utilize our facilities. A questionnaire will be distributed to them.

MOVED by Kathleen Bigsby, seconded Philip Riddell that the Program report be accepted. CARRIED.

**PROMOTIONS & COMMUNICATIONS REPORT:** Michael Poettcker, verbal.  
The chair reminded Michael that written reports are preferred for the Board meetings.

Kerrisdale Days: 24<sup>th</sup> and 25<sup>th</sup> August 2001. There will be an information booth under an awning which will display our logo. A members appreciation event is planned at the Center on the Saturday at 3 p.m. with a free hot dogs, drinks a band and entertainment for the children.

Last year there were many questions regarding the Seniors' and Arena programs and it was recommended that someone from these facilities be on hand to answer questions. Fran will take this to the Seniors' Council and we will look for someone from the Arena.

Volunteers are needed on the Friday and Saturday. There will be one staff and one volunteer on each shift. Michael Poettcker is in charge of this.

**RENOVATIONS COMMITTEE REPORT:** 19<sup>th</sup> June 2001.

MOVED by Kathleen Bigsby, seconded Philip Riddell that the Renovations report be accepted. CARRIED.

**COMMUNITY CENTRE CENTRE COORDINATOR'S REPORT:** Stew Jordan, June 2001.

1. Susie Mele reported that the staff retreat held at the Coal Harbour C.C. was very worthwhile and gave them all a chance to get to know each other and discuss matters of interest.

2. The Park Board have approved a staff report which will see Stew's position change to a Recreation Supervisor. This position is exempt from union status.
3. Program Assistant Position: This position would enable someone who is interested in a career in recreation to become an apprentice, learning the job and sharing the load of the programmer. Hours would be in the area of 10 hrs per week and this position would be evaluated after 5/6 months

### **BOARD BARBECUE:**

25<sup>th</sup> July 2001 at the home of Bill Harris. Susan Ronalds and Michael Poettcker are the coordinators and will be in touch with members regarding food items.

### **OTHER BUSINESS:**

1. The question arose as to whether we should be subsidizing baby sitting costs when a member wishes to attend extra meetings.. Christine Chipperfield asked if this could be extended to looking after an elderly relative. Christine will send a memo to Bill for the next Executive meeting.
2. Joyce Gordon asked if the benefit to Board members of \$50 per annum toward a program could be passed on to a child if not used by the Board member.
3. Letter received from Gordon Lindal thanking us for our contribution to his retirement party.
4. This is Susie's last meeting before the 'big event'. We wish her well and look forward to having her back with us in 2002!

MOVED by Christine Chipperfield, seconded Kathleen Bigsby that the meeting adjourn

Meeting adjourned at 8:20 p.m.

Recorded by Sheila Forster  
27<sup>th</sup> June 2001.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS  
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY  
HELD AT 7:30 P.M. ON WEDNESDAY 29<sup>th</sup> AUGUST 2001**

**Present:** Bill Harris, chair, Onno Bakhoven, Kathleen Bigsby, Christine Chipperfield, Joyce Gordon, Katy Hughes, Joan Knapp, Philip Riddell, Peter Cook, Carol Wiens, Benny Wong

**Staff:** Stew Jordan, Dino Geremia

**Regrets:** Susan Ronalds, Irene Ronnie, Wendy Trant

**Absent:** Frances Hurd, Marion Drake, Sofia McGowan, Michael Poettcker

**AGENDA:**

MOVED by Christine Chipperfield, seconded Joan Knapp that the agenda be approved. CARRIED.

**MINUTES:**

MOVED by Peter Cook, seconded Katy Hughes that the minutes of the 27<sup>th</sup> June 2001 be approved. CARRIED.

**FINANCE:**

Peter Cook responded to the Minutes of Finance Committee Meeting of July 10, 2001.

MOVED by Peter Cook, seconded Carol Wiens that the Finance Committee Minutes of July 10, 2001 be accepted. CARRIED.

Benny Wong responded to the Proposed Operating Budget for the Society for the fiscal year, September 1, 2001 to August 31, 2002. Given the relatively low level of capital expenditures provided in previous years, Benny indicated that in the current budget, he has attempted to provide generous provisions for many of the expenses and capital purchases. However, authority for specific expenditures will be deferred to the various committees and their specific recommendations during the operating year. Proposed budget anticipates a small surplus of approximately \$20,000.

MOVED by Carol Wiens, seconded Peter Cook that the Proposed Operating Budget for the Society for the fiscal year, September 1, 2001 to August 31, 2002 be approved. CARRIED.

Benny Wong responded to the Finance Committee Report of August 23, 2001. Financial statements for the 11 months ended July 31, 2001 show a good surplus position. Appropriate transfer to the building renovation fund will be done at the end of August 2001. Another \$100,000 has been transferred into the investment account at ScotiaMcLeod and secured into a Government of Canada stripped bond maturing in December 2003 with interest rate about 4.4%.

MOVED by Benny Wong, seconded Peter Cook that Finance Report for August 2001 be approved. CARRIED.

**EXECUTIVE COMMITTEE REPORT:** Meeting of 21 August 2001.

Kathleen Bigsby responded to minutes of Executive Committee.

1. Kathleen has checked with Norm Funk and he has advised that together with the membership levy, we have about \$145,000 available for use towards the renovation of Phase 2. We will need at least \$180,000.
2. Kathleen expects to have the architect appointed by next week so that we can begin consultations with him about Phase 2 renovations. Renovations Committee will probably meet in September.
3. If everything proceeds accordingly, anticipated start date of Phase 2 renovations is May 2002. This is an optimal start date because of lower traffic flow through the center as well as better weather conditions for the additional construction to the exterior.
4. The Policy for "Honoraria for Members of the Board of Directors" has been revised as per handout. The wording on Item #1 has to be changed from the handout. New wording is as follows: "Each Member of the Board of Directors whose status is confirmed to be in Good Standing, will be eligible to receive a Kerrisdale Community Centre gift certificate in the amount of \$50.00, on both August 15 and February 15 of each year (Total \$100.00 per year)."

MOVED by Kathleen Bigsby, seconded Katy Hughes to approve the Policy for "Honoraria for Members of the Board of Directors" with the new wording for Item #1. CARRIED.

5. Kerrisdale Days and the Summer Festival were very well attended. Kathleen felt that it was really great and there was a real community feeling this year! Simon Miller did a good job in organizing the event.
6. Flea Market and Swap Meet: some problems arose but Onno Bakhoven and Kim Seguin did a good job to ensure the event ran smoothly. Attendance was down somewhat from previous years.

MOVED by Kathleen Bigsby, seconded Philip Riddell that Executive report is accepted. CARRIED.

**KERRISDALE SOCCER CLUB REPORT:**

Carol Wiens indicated that there was a slight problem with coordinating the purchase of KCCS memberships through Kerrisdale Soccer with the front office at KCCS. There is an inevitable time delay before purchase of KCCS memberships through Kerrisdale Soccer can be confirmed with KCCS and appropriate information entered into KCCS' computers. Potential problems could arise at the August registration for KCCS programs. Fortunately, front office staff were advised accordingly and appropriate steps taken to avoid any conflict with registrants.

Carol is working towards a solution and Stew suggested that a staff person from KCCS could be made available at the Kerrisdale Soccer registration dates to improve and ensure a timely transfer of information.

MOVED by Carol Wiens, seconded Onno Bakhoven that Kerrisdale Soccer Club report is accepted. CARRIED.

**POOL COMMITTEE REPORT:**

Onno Bakhoven responded to minutes from February 16, 2001 and from July 5, 2001.

Some discussion took place about the unusual structure of the Admission Price. It appears to suggest that you pay less for more and pay more for less!

Vikings Swim Club had made a request to hang a banner in the pool and to use the address of Kerrisdale Pool on their letterhead. Stew indicated that there was a potential problem with these requests since Vikings Swim Club is not officially affiliated with either the Park Board or with KCCS. This information has been passed on to the Vikings Swim Club.

MOVED by Onno Bakhoven, seconded by Peter Cook that both Pool Committee Reports be approved. CARRIED.

**RENOVATIONS COMMITTEE:**

Kathleen Bigsby responded on behalf of Renovations Committee. Parks Board has confirmed that they have approximately \$180,000 remaining to be used towards Phase 2 renovations. The cost share formula will be 1:1 so that anything over \$360,000 has to be covered solely by KCCS. Renovations Committee will make appropriate recommendations as to the Budget for Phase 2 renovations depending on the result of their consultation with the architect.



Kathleen has also drafted up a survey form to be completed by users of the center. She has presented the draft and asked for suggestions. She wants to finalize the survey form in the very near future.

MOVED by Kathleen Bigsby, seconded by Joyce Gordon that Renovations Committee report be approved. CARRIED.

#### **GAMING COMMISSION REPORT:**

No written report by oral report provided by Kathleen Bigsby. After much discussion, it has been decided that KCCS will reapply for the Gaming Commission funds. Apparently, 3 other centers have received funding within the last 6 months. So, hopefully, our application will also be approved.

#### **COMMUNITY CENTRE COORDINATORS'S REPORT:**

1. Gordon Lindal replacement will be Diane Murphy.
2. Sandy Ferrin was our choice as Seniors' Programmer but she has accepted a permanent position at West Point Grey. After much consideration, Stew will wait awhile before reposting the position. In the meantime, various functions will be delegated to current KCCS staff.
3. Susie Mele has a baby girl on Monday. Bill Harris asked that Flowers be sent on behalf of the Board.
4. Pool Programmer: Jill is here on accommodation only and will leave on September 12, 2001.
5. Stew is now out of the union and into management. His new position is Recreation Supervisor. This will necessitate his absence from KCCS periodically.
6. Kathleen asked Stew about the arena renovations described in the report in the "Twinning of the Rinks" report. Stew missed meeting with Liane and Kim and suggested that Kathleen contact Kim for an update.
7. Stew is working towards securing funding for a program assistant.

#### **BOARD BARBECUE:**

Thanks given to Susan Ronalds and Michael Poettcker for organizing the event. All in attendance had a good time!

**OTHER BUSINESS:**

Letter received from Lotus Light Charity Society thanking us for participating in their Eyeglass Campaign.

MOVED by Kathy Hughes that the meeting adjourn.

Meeting adjourned at 9:00 P.M.

Recorded by Benny Wong  
29 August 2001.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS  
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY  
HELD AT 7:30 p.m. ON WEDNESDAY 26<sup>TH</sup> SEPTEMBER 2001.**

**Present:** Bill Harris, chair; Onno Bakhoven, Christine Chipperfield, Peter Cook, Katy Hughes, Frances Hurd, Joan Knapp, Sofia McGowan, Michael Poettcker, Philip Riddell, Susan Ronalds, Wendy Trant, Carol Wiens.

**Staff:** Stew Jordan,

**Regrets:** Kathleen Bigsby, Benny Wong.

**Absent:** Marion Drake, Irene Ronnie.

**AGENDA:**

MOVED by Philip Riddell, seconded Michael Poettcker that the agenda be approved.  
CARRIED.

**MINUTES:**

MOVED by Peter Cook, seconded Michael Poettcker that the minutes of 29<sup>th</sup> August 2001 be approved. CARRIED.

**EXECUTIVE COMMITTEE REPORT:**

**Renovations:**

Preliminary discussion have begun between Ernest Fanthorpe, Park Board Project Manager and Russ Chernoff, Architect. The Renovations Committee will meet in September.

**Community Centre Associations Conference:**

Association and Park Board staff are looking into format and content.

**Equipment:**

Authorization has been given for the purchase of a new colour printer for Norman Funk ( \$3,200). Also considering a new photocopier (after renovations) at a cost of \$15,000.

MOVED by Michael Poettcker, seconded Philip Riddell, that the Executive report be accepted. CARRIED.

**FINANCE COMMITTEE REPORT:** Peter Cook, verbal.

We are doing very well and are finalizing statements for the year end. The Auditors will be here in September/October.

**PROGRAM COMMITTEE REPORT:** Katy Hughes responded to minutes of 12th September 2001.

MOVED by Katy Hughes, seconded Michael Poettcker that the Program report be accepted. CARRIED.

**SENIORS' COUNCIL REPORT:** Frances Hurd responded to minutes of 10<sup>th</sup> September 2001.

MOVED by Fran Hurd, seconded Onno Bakhoven that the Seniors' Council report be accepted. CARRIED.

**RENTALS COMMITTEE REPORT:** Onno Bakhoven responded to minutes of 18<sup>th</sup> September 2001.

Revenue for 2001 was considerably lower than in the previous year.

A new brochure will be printed giving the 2001/2002 rental rates.

We advertise rental availability in the brochure, but space is at a premium. Onno feels that it would be advantageous to be on the website.

The rental committee are looking into the possibility of installing the Recware facility usage package on our server in order to record rental bookings, which is still done with pencil and paper.

An evaluation form will be drawn up to send to clients for their comments on the service.

Moved by Onno Bakhoven, seconded Susan Ronalds that the Rental report be accepted. CARRIED.

**KERRISDALE SOCCER CLUB:** Carol Wiens responded to minutes of 27<sup>th</sup> August 2001.

Everything is in good shape. To date there are 835 registered. Registration for 5-6 year olds is very high.

**Gaming Commission:** KSC have made a new application for funds.

MOVED by Carol Wiens, seconded Michael Poettcker that the Kerrisdale Soccer Club report be accepted. CARRIED.

**RENOVATIONS COMMITTEE:** Stew Jordan, verbal.

We will make a feasibility study of the scope of work to be done for the next phase and will meet with Ernest Fanthorpe, Park Board Project Manager to review this. Russell Chernoff, to be hired as Architect for the project.

The Committee will be meet in October with Ernest Fanthorpe and Russ Chernoff present. It is very necessary that Lee Tarrent and Tony Wong, staff, be on the committee.

**RECREATION SUPERVISOR'S REPORT:** Stew Jordan, Verbal.

The staff situation as present is very difficult and with increased programs etc. we need more help at Reception. In managing the Centre we must not overextend ourselves. Some things may have to be cut e.g. Recreation Intern.

**PROMOTIONS & COMMUNICATIONS COMMITTEE REPORT:** Michael Poettcker responded

Kerrisdale Days and Barbecue: This was very successful with approximately 150 in attendance enjoying games, hot dogs, drinks, face painting, arts and crafts. The Blues Berries band was a great hit.

A Client Appreciation Week was advertised, to be held the week before the fall session started.

The committee have many suggestions and ideas for next year.

A statement showing \$1,476.81 expenditures was attached to report.

MOVED by Michael Poettcker, seconded Carol Wiens that the Promotions and Communication report be accepted. CARRIED.

MOVED by Peter Cook that the meeting adjourn.

Meeting adjourned at 8:35 p.m.

Recorded by Sheila Forster.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS  
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY  
HELD AT 7:30 p.m. ON WEDNESDAY 24<sup>th</sup> OCTOBER 2001**

**Present:** Bill Harris, chair; Onno Bakhoven, Kathleen Bigsby, Peter Cook, Joyce Gordon, Katy Hughes, Frances Hurd, Joan Knapp, Sofia McGowan, Michael Poettcker, Philip Riddell, Irene Ronnie, Wendy Trant, Carol Wiens, Benny Wong.

**Staff:** Stew Jordan.

**Regrets:** Christine Chipperfield, Susan Ronald.

**Absent:** Marion Drake.

**Guest:** Diane Murphy, Park Board.

Bill Harris introduced Diane Murphy, Manager, Recreation Services, Queen Elizabeth District.

**AGENDA:**

MOVED by Onno Bakhoven, seconded Benny Wong that the agenda be accepted.

CARRIED.

**MINUTES:**

Correction to minutes of 26<sup>th</sup> September 2001 Executive Report, Equipment:

To read ... colour printer for office ....

MOVED by Peter Cook, seconded Onno Bakhoven that the minutes of 26<sup>th</sup> September 2001 be approved as corrected. CARRIED.

**FINANCE COMMITTEE REPORT:** Peter Cook, verbal.

The audit will be completed very shortly. A financial statement will be available for the November board meeting.

As at 31<sup>st</sup> August 2001 our assets are just over \$1 million. September continued to be a good month. There has been an increase in attendance of 15% since January.

The committee are developing a budget for application for lottery funds. The Gaming Commission are asking us to show how we will spend the money.

MOVED by Peter Cook, seconded Kathleen Bigsby that the Finance report be accepted. CARRIED.

**EXECUTIVE COMMITTEE MINUTES:** Bill Harris responded to minutes of 17<sup>th</sup> October 2001.

Arena: The Executive are questioning why the funding for renovation of the front office is not available. This was part of the Twinning of the Rinks project and agreed to by the Park Board. Diane Murphy will look into the status of this and get back to us.

Renovations: Cost for removal of asbestos will be \$17,000 as there is more asbestos present than anticipated. This removal does not come under the P.B. Abatement Program and will be part of the renovation costs.

Gaming Application: Carol Wiens is putting together our application which will be ready in about two weeks.

By-Laws: The Executive have agreed that we should establish a fixed number of members to call an extra-ordinary meeting and make a specific voting age for members. Onno Bakhoven will draft a proposal for these two by-law changes to be presented to the Executive November meeting and then to a Board Meeting.

MOVED by Michael Poettcker, seconded Philip Riddell that the Executive report be accepted. CARRIED.

**RENOVATIONS COMMITTEE REPORT: Kathleen Bigsby, verbal.**

A letter has been sent to the Park Board confirming that the KCCS will contribute \$180,000 to match the \$180,000 remaining of Kerrisdale's Park Board 1999 Capital Plan allocation.. Any amount over this figure will be the responsibility of the KCCS and will require approval by Board.

Capital Project Process Manual: The Association Presidents have had concerns regarding the way Capital Projects are handled and this manual will go a long way to overcome the misconceptions in previous capital projects.

Schedule: We need to move quickly and anticipate starting building in mid-June with completion by mid September.

Playground: Funding has been designated by the Park Board for our playground which is not part of the renovation project.

At this point funding for a half staff person was discussed with Diane Murphy and it was agreed that we should ascertain if this would be available from the Supplemental Budget.

MOVED by Kathleen Bigsby, seconded Sofia McGowan that the Renovations report be accepted. CARRIED.

**PROGRAM COMMITTEE REPORT: Katy Hughes responded to minutes of 10<sup>th</sup> October 2001.**

MOVED by Katy Hughes, seconded Joan Knapp that the Program Committee report be accepted. CARRIED.

**SENIORS' COUNCIL REPORT:** Irene Ronnie responded to minutes of 10 October 2001.

Vancouver Symphony Orchestra: Members will be able to attend a Tea and Trumpets concert on 28<sup>th</sup> November at a reduced rate.

There will be two 'van Voyages' and one bus trip a month in the new year.

Approximately 90 people attended the party for Susie Mele and family and it was a very happy and successful occasion. Frances congratulated Irene on an excellent job well done.

MOVED by Irene Ronnie, seconded Joyce Gordon that the Seniors' Council report be accepted. CARRIED.

**POOL COMMITTEE:** Onno Bakhoven responded to minutes of 4<sup>th</sup> October 2001

MOVED by Onno Bakhoven, seconded Benny Wong that the Pool report be accepted. CARRIED.

**KERRISDALE SOCCER CLUB REPORT:** Carol Wiens responded to minutes of 1<sup>st</sup> October 2001.

Registration: Excellent participation this year. We have very good programs running. Micro soccer (3 on 3) with 150 under five year olds. participating.

Gaming Commission: K.S.C. funds are now being audited for the fiscal years 1999-2000 Carol thanked Onno Bakhoven for all his help in making a master file for them.

MOVED by Carol Wiens, seconded Michael Poettcker that the Kerrisdale Soccer report be accepted. CARRIED.

**PROMOTIONS & COMMUNICATIONS REPORT:** Michael Poettcker responded to minutes of 24<sup>th</sup> October 2001.

Customer Appreciation Week: Programmers felt that this was successful. It was difficult to assess to what extent this had on the increase in programs. It will be run again next year with more advertising earlier in the summer.

MOVED by Michael Poettcker, seconded Joyce Gordon that the Promotions & Communications report be accepted. CARRIED.

**RECREATION SUPERVISOR'S REPORT:**

Budget: The Park Board could be cutting Community Centre budgets by 5%, the K.C.C.S. cost



would be about \$58,000. Stew is looking ahead to see where cuts could be made.

Staffing: Kevin Dack is settling well into the Senior Programmer's position.

The Pool programmer job may be shared.

Susan Archibald will be taking maternity leave in March 2002.

Entertainment Books are available at the reception desk, cost \$46.00.

## **OTHER BUSINESS**

Staff Christmas Party: After suggestions and discussion it was agreed that Michael, Dean and Kevin will look into the possibility of having the party at the Hamilton Street Grill. The cost would be for 50 people attending at \$20 per person which would be funded by the Society.

MOVED by Carol Wiens, seconded Irene Ronnie that the meeting adjourn.

Meeting adjourned at 9:00 p.m.

Recorded by Sheila Forster  
26<sup>th</sup> October 2001.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS  
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY  
HELD AT 7:30 p.m. ON WEDNESDAY 28<sup>TH</sup> NOVEMBER 2001**

**Present:** Bill Harris, chair; Onno Bakhoven, Kathleen Bigsby Christine Chipperfield, Peter Cook, Joyce Gordon, Katy Hughes, Frances Hurd, Joan Knapp, Sofia McGowan, Philip Riddell, Susan Ronald, Irene Ronnie, Wendy Trant, Benny Wong.

**Staff:** Stew Jordan.

**Regrets:** Marion Drake, Michael Poettcker. Carol Wiens.

Stew Jordan introduced Kevin Dack our Seniors' Programmer replacing Susie Mele who is on maternity leave.

**AGENDA:**

MOVED by Peter Cook, seconded Philip Riddell that the agenda be accepted.  
CARRIED.

**MINUTES:**

MOVED by Peter Cook, seconded Kathleen Bigsby that the minutes of 24<sup>th</sup> October 2001 be approved. CARRIED.

**BUSINESS ARISING:**

**Twinning of the Rinks Project:** We have been informed that there is no money to fund the renovation of the front office of the Arena and that we should apply for funding through the NNR.

**FINANCE:** Peter Cook responded to minutes of 17<sup>th</sup> October 2001 and statements of 31<sup>st</sup> October 2001.

31<sup>st</sup> October 2001 statements were discussed. The year-to-date figures show a net profit of about \$23,000. There was a question regarding the Fund Raising expenses and Onno will ascertain what this represents.

**Staff:** Due to the loss of experienced programmers we may have to scale back on programs offered with the result that the net operating profit for 2001/02 may be detrimentally affected.

**2001/2002 Budget:** Benny reported that this has been developed with a conservative approach to revenue and a liberal approach to expenditure, and it is anticipated that the operating surplus should be fairly close to the budgeted amount at year-end.

**Investment Policy:** Peter will draft a proposal for presentation to the Board for approval.

**Christmas Party:** Motion made and carried that the Society contribute up to a maximum of \$25.00

per Staff/Person and/or Board Member for the Christmas Dinner.

Photocopier: Needs to be replaced with a higher capacity unit. The present one is breaking down on a regular basis (we do not pay for the service costs).

MOVED by Peter Cook, seconded Kathleen Bigsby that the financial statements and meeting minutes of the Finance Committee be accepted. CARRIED.

Annual Financial Statements August 31<sup>st</sup> 2001.

Peter reported that we are in a strong financial position with revenue ahead of expenses. It was a clean audit with no problems. We have set aside \$113,921 in a Building Renovation Fund.

MOVED by Peter Cook, seconded Philip Riddell that the Annual Financial Statements for 31<sup>st</sup> August 2001 be accepted. CARRIED.

MOVED by Peter Cook, seconded Onno Bakhoven that Johannesson Mc Williams be approved as auditors for the year 2001/2002. CARRIED.

Discussion regarding whether we should consider changing the auditors. Peter Cook and Norman Funk do not recommend this considering it good practice to keep the same firm who are very conversant with our operations and methods. Onno Bakhoven agreed and does not recommend changing.

**EXECUTIVE COMMITTEE:** Minutes of 21<sup>st</sup> November 2001.

Anti-Graffiti Strategy for Vancouver: Information distributed regarding a meeting on 17th December 2001 at the Centre.

Honoraria for Board Members: Benny distributed \$50 gift certificates in accordance with our Awards and Policies.

MOVED by Benny Wong, seconded Philip Riddell that the Executive report be accepted..CARRIED.

**PROGRAM COMMITTEE:** Minutes of 14<sup>th</sup> November 2001.

MOVED by Katy Hughes, seconded Sofia McGowan that the Program report be accepted. CARRIED.

**SENIORS' COUNCIL:** Irene Ronnie responded to minutes of 12<sup>th</sup> November 2001.

Irene reported that they had a full schedule of Christmas events including two luncheons and a tea party on the 25<sup>th</sup> December.

Irene thanked Kevin for all his enthusiastic help and organization at this busy time.

Vancouver Symphony Orchestra Concert: Fourteen members attended the Tea and Trumpets Lehar concert. Irene thanked Katy Hughes for organizing this event.

MOVED by Irene Ronnie, seconded Frances Hurd that the Seniors' Council report be accepted. CARRIED.

**KERRISDALE SOCCER CLUB:** Minutes of 5<sup>th</sup> November 2001.

MOVED by Onno Bakhoven, seconded Christine Chipperfield that the Kerrisdale Soccer Club report be accepted. CARRIED.

**RENOVATIONS COMMITTEE:** Kathleen Bigsby responded to minutes of 15<sup>th</sup> November 2001.

Russ Chernoff, Architect, presented four schematic proposals based on the committee's recommendations of 1<sup>st</sup> November 2001.

The committee chose a combination of two designs and Russ requested to meet with the staff to get their input.

There will be a meeting on 29<sup>th</sup> November when Russ will present designs and have cost estimates available.

External signage is on hold until we get final plans and cost estimates.

MOVED by Kathleen Bigsby, seconded Joyce Gordon that the Renovations report be accepted. CARRIED.

**BY-LAW AMENDMENTS:** Presented by Onno Bakhoven.

Section 3 - Membership:

Amend by replacement of the words "Only active and life members" by the words "Only active members aged 16 or over and life members."

According to the Society Act this change would entail that 16 year old members would have to pay

the adult fee. It was felt that this would not be acceptable.

Discussion followed regarding involving Youth. Sofia McGowan felt that the Youth Council would be an adequate forum for Youth, giving them the opportunity to express their views and needs, meeting with the Board twice a year. We will, however, actively seek youth members to join our Board liaising with the Youth Council.

After discussion the amendment was withdrawn.

Section 15 Meeting of Members.

Amend by the replacement of the words "five members of the Society" by the words "at least thirty five (35) members of the Society aged 16 and over".

After discussion It was agreed that the amendment should read:

Extraordinary meetings of the Society may be called at any time by the President, or shall be called on the requisition of at least thirty five (35) members of the Society".

MOVED by Onno Bakhoven, seconded Kathleen Bigsby that the above amendment to the Society By-Laws be presented for approval of members at the next Annual General Meeting. CARRIED.

## **YOUTH COMMITTEE:**

It appears that there have been no meetings of the Youth Committee this past year with the resignation of Elainah Breitenstein. However, the Youth Worker makes regular reports to the Program Committee. We will look into this.

**RECREATION SUPERVISOR'S REPORT:** Stew Jordan, verbal.

Personnel: Lorri DeLong is the new Acting Pool Programmer.

**B.C.R.P.A. Meeting:** To be held in Victoria the last week in April. More details later.

MOVED that the meeting adjourn. Benny Wong.  
Meeting adjourned at 9:15 p.m.

Recorded by Sheila Forster  
28<sup>th</sup> November 2001.