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**MINUTES OF THE BOARD OF DIRECTORS MEETING
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY JANUARY 27 2010, AT 7:30 pm**

Present: Susan Duffy, Chair, Onno Bakhoven, Kathleen Bigsby, Oscar Bisnar, Samuel Fung, Bill Harris, Katy Hughes, Aaron Law, Carmen Lamoureux (arrived at 7:35pm), Barb Mikulec, Colin Price, Wayne Reid, Irene Ronnie, Monica Tang, Elmer Wiens

Regrets: Colin Booth, Melina Hung, Arvind Khurana

Excused: Helen Pang

Guests: Alistair Taylor, Gina Yee (arrived at 7:40pm)

Staff: Stew Jordan

Recorder: Rhiannon Morgan

1. CALL TO ORDER:

The meeting was called to order at 7:28pm. Susan welcomed Alistair Taylor and Gina Yee, potential new candidates for the Board.

2. AGENDA:

Add as item 2.1 – letter to Commissioner Jasper

Add as item 4.1 – turning in of Board Binders

MOVED by Wayne, and seconded, that the agenda be approved as amended. CARRIED.

2.1. Susan outlined the background to the meetings on the Budget Consultation Process with the recent APG budget meetings. She explained the last minute meeting changes and that layoff notices for ten community centre programmers were distributed on January 21st. Susan read aloud her letter to Commissioner Aaron Jasper dated January 22nd regarding the staff termination at Kerrisdale. Commissioner Jasper will meet with Susan to discuss the letter and issues. Susan sought suggestions from the floor. As follows:

- going to the press is needed, but specific clarity is required to keep the topic on track;
- the APG will work on a joint action plan.

Action: Kathleen will discuss this further with Susan.

MOVED by Barb, and seconded by Kathleen, that the KCCS agree to communicate our grave concerns with the press with respect to the Notice of Group Termination and Budget Consultation meetings letter from Peter Kuran, Acting General Manager, Vancouver Park Board. CARRIED.

3. APPROVAL OF MINUTES OF NOVEMBER 25TH, 2009 BOARD MEETING:

Points and changes as follows:

1. Page 3, drop the word “of”.

MOVED by Bill, and seconded by Wayne, that the minutes of the November 25th, 2009 Board Meeting be accepted as amended. CARRIED.

4. BUSINESS ARISING FROM THE MINUTES:

4.1. Board members not re-elected at the AGM will return their Board Binders to Rhiannon. A \$10.00 gift certificate will be distributed in exchange for the binder (depending on the condition of the included material). Susan will talk to Lee about forwarding the gift certificates to Rhiannon.

5. EXECUTIVE COMMITTEE REPORT:

MOVED by Bill, and seconded Monica, that the minutes of the January 13th Executive Meeting be accepted as presented. CARRIED.

6. CORRESPONDENCE:

Received as follows:

- a) A letter of thanks from Peter Kuran on behalf of Park Board for the warm reception and hosting of the sixth community Park Board meeting.
- b) A letter of thanks from Diane Butterfield for lovely Christmas music heard at the centre on December 5th.

7. 2008-2010 (date amended) STRATEGIC PLAN REPORT:

Jim was not present so Susan outlined his report briefly to the Board.

Comments received as follows:

- structural items that are not feasible should go back to the Program Committee for further review;
- a question was received about what % of Kerrisdale residents attend at the KCC. An outdated statistic of about 76% was stated with this not including attendance at Maple Grove Pool, the rink and the KCC Pool;
- it was noted that census data varies in its various recording statistics.

Action: The report will be taken back to the Program Committee for further review.

8. LEAVE A LEGACY UPDATE:

Katy presented the draft red card distributed to each Board member explaining that the card will be placed at both the Seniors and front desks for information and invitation purposes.

Onno noted that the Society must be very careful about tax receipts for gifts in kind. This could be reviewed.

It was suggested to add the word "monetary" in front of the word "gift". This would clarify the "donations in kind" issue.

It was suggested to forward donations in kind to organizations such as charities.

9. WIRELESS INTERNET UPDATE:

Wireless support will be provided in the lobby area. Costs are one time and are outlined in the distribution. The KCC can piggy-back on the library.

MOVED by Wayne, and seconded by Bill, that the KCC Board authorize spending of up to \$2500 to facilitate the “piggy back” installation of wireless service to the lounge area of the Kerrisdale Community Centre. CARRIED.

10. RECREATION SUPERVISOR’S REPORT:

Winter Registration Page:

Comments as follows:

- it is better to look at total sales rather a break down of in person and on line sales. (Total sales %s as follows: 37% - Summer, 41% - Fall, 39% - Winter);
- it was noted that “winter 2009”, should read as “for winter 2010 programs”.

11. OTHER BUSINESS:

a) Nominating Committee

The information meeting will take place on February 1st at 7:30pm. All current members returning are up for re-election. There are sixteen people on the ballot including returning candidates. A request was sought from the Board for candidates to attend at the information meeting. Kathleen will attend and Stew may attend.

12. AD HOC COMMITTEE REPORTS:

a) Olympic/Paralympic Committee Report

Comments as follows:

- the *Community Living Room* is now painted and the new flooring, furniture and television are installed.

MOVED by Katy, and seconded by Barb, that the minutes of the January 6th Olympic and Paralympic Committee be accepted as presented. CARRIED.

b) Facilities Planning Committee Report

Note to correct the spellings to read as “Wrangmore” and “DeGenova” and list Stew as staff.

MOVED by Oscar, and seconded by Bill, that the minutes of the Facilities Planning Committee of November 19th, 2009 be accepted as amended. CARRIED.

13. FINANCE COMMITTEE REPORT:

Onno spoke to the two sets of minutes. Regarding the January 14th meeting – the Board should be aware that course fees will need to be increased in certain areas in July to offset the HST cost.

Comments/questions as follows:

- if an annual item is purchased bridging a non-HST period and an HST period, then the cost must be split;
- in the December 10th minutes, under point #3 – the reduction is \$50,000.

MOVED by Onno, seconded by Colin Price, that the Finance Committee minutes of December 10, 2009 and January 14, 2010 be accepted as amended. CARRIED.

In reviewing the financial statements, it was noted that the KCC had sales that were higher than last year with the net revenue reduced a bit. Expenses are up across the board.

MOVED Onno, seconded by Sam, that the financial statements of November 30, 2009 be adopted as presented. CARRIED.

14. STANDING COMMITTEE REPORTS:

a) Program Committee:

Correction: There are two "RPT" staff persons.

MOVED by Bill, and seconded by Barb, that the minutes of the January 7th Program Committee Minutes be accepted as amended. CARRIED.

b) Pool Committee:

MOVED by Katy, and seconded by Monica, that the Pool Committee Minutes of December 2nd be accepted as presented. CARRIED.

c) Seniors' Council:

The Seniors are grateful for the new linoleum and newly painted kitchen. A *Robbie Burns* celebration had 108 guests. The haggis was "piped in" and attendees wore tartan. Susan Mele modeled her Olympic uniform to the seniors. This was well received.

MOVED by Irene, and seconded by Bill, that the January 11th minutes of the Seniors' Council be accepted, as presented. CARRIED.

The next meeting Board meeting is scheduled for March 24th, 2009 at 7:30pm.

MOVED by Bill that the meeting be adjourned.

The meeting adjourned at 9:06 pm.

UPCOMING MEETINGS OR EVENTS OF NOTE

AGM		Feb.10th
Spring Registration	On-line	March 19th
	In-Person	March 20th
Executive Meeting		Feb.3rd (tentative)
Board Meeting		March 24th
Program Committee Meeting		Feb. 3rd
Pool Committee Meeting		March 1st
Olympic/Paralympic Meeting		Feb.2nd
Outstanding Items		
Terms of Reference – Arena		Susan Duffy

**MINUTES OF AN EXTRAORDINARY MEETING OF THE BOARD OF
DIRECTORS OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY FEBRUARY 24 2010, AT 7:30 pm**

Present: Susan Duffy, Chair, Onno Bakhoven, Kathleen Bigsby, Oscar Bisnar, Bill Harris, Keiko Honda, Katy Hughes, Melina Hung, Aaron Law, Barb Mikulec, Colin Price, Wayne Reid, Irene Ronnie, Monica Tang, Alistair Taylor

Regrets: Colin Booth, Samuel Fung, Fred Jung

Excused: Helen Pang

Guest: Commissioner Aaron Jasper

Staff: Stew Jordan

Recorder: Rhiannon Morgan

EXTRA COPY

1. CALL TO ORDER:

The meeting was called to order at 7:33pm.

2. AGENDA:

The agenda was approved as presented.

3. BUDGET CONSULTATION:

Kathleen outlined the background to the recent city budget issue. As follows:

The final city budget was approved on December 15th 2009 with a budget reduction of \$1.6 of which \$1.1 million is to come from community centres across the city. The Association Presidents' Group (APG) has met several times throughout January and February 2010 to discuss and address this issue. After the first meeting, while items were in the early stages of discussion, Park Board issued 60 day termination notices for ten 2nd Programmer positions (of a total of forty staffing positions city-wide). The terminations become effective March 1st. A great deal of anger and betrayal was collectively felt by all the centre presidents in reaction to this.

The APG Executive drafted a proposal which was presented to Park Board (PB) senior staff on February 22nd. If accepted, it would cost the Kerrisdale Community Centre a net amount of about \$110,000.00. In consulting a lawyer, the APG was advised to maintain a clear arm's length relationship from the PB to maintain individual Society/Association's autonomy. Centres should ideally need to receive "something back" in return for monies forwarded or for the positions cut.

It was noted that childcare is a very needed and important service at some centres. The associations at these centres have had to cover the cost of this child care themselves.

Both the proposal drafted to PB and the counter-proposal received today was distributed to the Board. Eight different people from different centres worked on the APG proposal presented to PB.

The APG Executive is meeting again with PB on Friday morning to further discuss this issue.

PB has asked for a willingness to sign the response agreement on Monday March 1st.

Stew Jordan requested the ability to speak candidly during the meeting and PB liaison Commissioner Jasper agreed.

Comments as follows:

- it was noted that the APG is a very diverse group with each represented centre very different from another. The APG has worked well together on this dialogue;
- if individual community centres were asked to choose a position to cut, it would not be a position which generates revenue for centres;
- Kerrisdale is the biggest community centre in the city system in terms of number of programs and patrons;
- if the KCC's 2nd Programmer held a different title, then the KCC would likely not have lost this position in the terminations;
- no training is provided for Recreation Supervisors, which is, centre specific;
- it is important to let centres decide which positions/services are to be cut.

Commissioner Jasper addressed some questions and made some comments.

Comments/responses as follows:

- it was stated that the 60 day layoff notice was not meant to be sprung on anyone, as the city had expectations around the giving of a 60 day layoff notice;
- PB Management determined which positions were to be terminated;
- great frustration was expressed that this process has appeared "un-transparent".
- Commissioner Jasper apologized for not being very accessible in recent months;
- forwarding Association money to PB is what is being requested;
- Commissioner Jasper will look into whether or not the PB can rescind the layoffs and then sit down and begin discussions again;
- cutting a revenue generating position would not be financially sustainable and would reduce centre revenue over time;
- when asked what solutions Commissioner Jasper had to suggest regarding the budget deficit he replied – "I don't have any solutions";
- all centres across the city are willing to help the PB financially this year, but must receive something in return for the one-year contribution;
- Commissioner Jasper indicated that being able to keep operating should be sufficient.

A request was made of Commissioner Jasper that over the next few days, he makes himself available to assist the Board with general questions and clarifications. He agreed that, yes, he would try to be available.

Commissioner Jasper will get back to the KCCS with respect to Melina Hung's question regarding Commissioners' positions on this issue at this time.

Break – 8:55 – 9:06pm

(Commissioner Jasper left the meeting at 9:05pm.)

A lengthy discussion took place regarding the figures proposed in the PB response.

General comments/remarks:

- PB stating that they promise to reinstate the positions if money is forthcoming may place PB in a difficult legal position;
- in the meeting this morning, it was verbally stated that the PB counter-proposal is only for one year, although it is not written in the document;
- the APG has concerns about PB management acumen with the city's four golf courses and the reality that they run at a loss each year was outlined to the Board. The city golf courses in Burnaby and North Vancouver are profitable.

Board members expressed frustration at the lack of information available to the PB Commissioners.

The Board identified the following concerns with the counter-proposal and desired that the following be taken back to PB:

- make a note to clarify the 7% of the total figure. It is necessary to make that amount 4 or 5%;
- clarify in writing that the time frame for financial assistance from associations is only for a period of one year;
- the rescinding of the job terminations is required;
- add items #7 (CRS employment hiring/review specifics) and # 8 (dispute resolution mechanism) to the requirements of PB;
- clarification of the Trout Lake community centre figure;
- definition of access to a network of centres;
- a full breakdown on all quoted figures;
- specifics surrounding the process required for the recall of PB Commissioners.

MOVED by Wayne, and seconded by Barb, that the Kerrisdale Community Centre Society recommend that the Park Board Proposal (dated February 23, 2010) is emphatically rejected and any new proposal must include the rescinding of the programmer positions along with a time frame of one year surrounding Community Association funding of Park Board 2010 Budget Challenges. In addition clarity is required around the following items:

1. Equity among Community Centres
2. Access to a network of Centres

And that we would like to add clauses to ensure discussions take place around:

1. Association Membership on hiring boards and search committees for Community Recreations Supervisors/Recreation District Management

2. A dispute resolutions mechanism acceptable to both PB and Community Associations.

CARRIED.

4. LIAISON COMMISSIONER:

This item was tabled for discussion at a later meeting.

There being no further business, Barb moved that the meeting be adjourned.
The meeting adjourned at 10:05pm.

**MINUTES OF THE BOARD OF DIRECTORS MEETING
OF THE KERRISDALE COMMUNITY CENTRE (KCC) SOCIETY
HELD ON WEDNESDAY MARCH 24th 2010, AT 7:30 pm**



Present: Susan Duffy, Chair, Onno Bakhoven, Kathleen Bigsby, Oscar Bisnar, Colin Booth, Samuel Fung, Bill Harris, Katy Hughes, Melina Hung, Fred Jung, Aaron Law, Barb Mikulec, Colin Price, Monica Tang, Alistair Taylor

Regrets: Irene Ronnie

Absent: Wayne Reid

Excused: Helen Pang

Guests: Amir Mehrjou, Emily Williams, Ning Wu

Staff: Stew Jordan

Recorder: Rhiannon Hillis

1. CALL TO ORDER:

The meeting was called to order at 7:28pm.

2. AGENDA:

Addition of:

1. KCC group Google Account – added as item # 9b.
2. Society Act review – added as item # 9c.

Barb moved that the agenda be accepted as amended. CARRIED

3. APPROVAL OF MINUTES OF JANUARY 27TH, 2010 BOARD MEETING:

MOVED by Bill, and seconded by Samuel, that the minutes of the January 27th, 2010 Board Meeting be accepted as presented. CARRIED.

4. BUSINESS ARISING FROM THE MINUTES: none

5. APPROVAL OF MINUTES OF FEBRUARY 24TH 2010 EXTRAORDINARY BOARD MEETING:

MOVED by Bill, and seconded by Colin Booth, that the minutes of the February 24th, 2010 Extraordinary Board Meeting be accepted as presented. CARRIED.

6. BUSINESS ARISING FROM THE EXTRAORDINARY MINUTES: none

7. APPOINTMENT OF BOARD EXECUTIVE & COMMITTEES:

ELECTION OF OFFICERS and APPOINTMENTS OF COMMITTEE MEMBERS:

Susan Duffy advised the Board that elected officers need to have served for at least one year before being elected to the Executive Committee. Kathleen Bigsby briefly assumed the role of Chair during the elections/appointments as Susan Duffy was running for the Executive position of President. Nominations were requested from the floor for each position three times. No nominations were received from the floor for any position. Therefore, all positions were appointed by acclamation.

PRESIDENT

Moved by Monica Tang and, seconded by Colin Booth, that Susan Duffy is nominated to the position of President.

Susan Duffy accepted and was elected President for the upcoming year.

VICE PRESIDENT

Moved by Bill Harris, and seconded by Fred Jung, that Monica Tang is nominated to the position of Vice President.

Monica Tang accepted and was elected Vice President for the upcoming year.

VICE PRESIDENT

Moved by Bill Harris, and seconded by Colin Booth, that Oscar Bisnar is nominated to the position of Vice President.

Oscar Bisnar accepted and was elected Vice President for the upcoming year.

TREASURER

Moved by Onno Bakhuizen, and seconded by Bill Harris, that Aaron Law is nominated to the position of Treasurer.

Aaron Law accepted and was elected Treasurer for the upcoming year.

SECRETARY

Moved by Bill Harris, and seconded by Katy Hughes, that Melina Hung is nominated to the position of Secretary.

Melina Hung accepted and was elected Secretary for the upcoming year.

STANDING and AD HOC COMMITTEE ASSIGNMENTS

Moved by Melina Hung, and seconded by Monica Tang, that the Committee assignments be approved. CARRIED

Appointment of Senior's Council Representative:

Moved by Bill Harris, and seconded by Barb Mikulec, that Irene Ronnie is appointed to the Board as the Senior's Council Representative. CARRIED

Appointment of Board Solicitor:

Moved by Monica Tang, and seconded by Colin Booth, that Phil Riddell is appointed as the Board Solicitor. CARRIED

Appointment of Board Consultant:

Moved by Bill Harris, and seconded by Monica Tang, that Fazil Milhar is appointed as the Board Solicitor. CARRIED

BOARD APPOINTMENTS

Moved by Bill Harris, and seconded by Colin Booth, that Amir Mehrjou is appointed to the Board of Directors of the Society.

Moved by Bill Harris, and seconded by Colin Booth, that Emily Williams is appointed to the Board of Directors of the Society.

Stew Jordan swore in Emily Williams and Amir Mehrjou, the newly appointed Board members, to the KCCS Board.

8. CORRESPONDENCE:

Received as follows:

- a) A letter of thanks from Bumblebee Preschool for the KCC contribution to their silent auction;
- b) A card of thanks from Patti Turko for flowers received in memory of her mother;
- c) A letter of thanks from Steven Rayson at the Greater Vancouver Food Bank for contributions made to the 2009 Holiday Food Bank Drive;
- d) Nomination forms for the 2010 Access & Inclusion Awards. (The deadline to submit applications are Friday, April 16, 2010.);
- e) A memo to Staff, the Board, Volunteers and Instructors from Stew Jordan regarding the announcement of his retirement effective May 14th 2010;
- f) A card of thanks from Rhiannon Hillis for her wedding gift from the Board and staff.

9. EXECUTIVE COMMITTEE REPORT:

9. a) Kathleen outlined the \$134,000.00 that the KCC must contribute as its portion of the \$1.1 million Park Board budget shortfall. She also explained that the March 1st signing deadline could likely have been extended. The Board reviewed the Park Board document dated March 19, 2010. It is noted that Association/Society membership is a requirement under the British Columbia Society Act.

Susan sought interest from Board members interested in attending the upcoming BCRPA Conference. One year's service with the Board is requested before representing the KCC at the conference. The conference will be held in Penticton from May 12-14th. At present, Rhiannon, Stew and Manabu are attending.

Minutes corrections/additions:

Item #1 – add the word “immediately” after “increase rentals”;

Item #4.1 – line 6 – should read as “Mary” Dopson, also note that the video will be “syndicated by the IOC and distributed worldwide”.

MOVED by Kathleen, and seconded by Bill Harris, that the minutes of the March 10th Executive Meeting be accepted as amended. CARRIED.

9. b) Onno asked for clarification regarding the Google Group Account. Susan outlined her experiences with it to the Board. Rhiannon will add everyone's address to the Group.

9. c) BC Society Act – It was suggested that the Board watch new developments regarding the proposed changes to the Act.

10. COMMUNITY GARDEN & RELATED TERMS OF REFERENCE:

Monica sought feedback from the Board on the draft *Terms of Reference*. No potential legal issues with the committee are identified. The City has a waitlist for the *Choices/Boulevard* garden area. This garden would provide garden space for 25 of the people on this waitlist. Questions as listed:

Would garden plot owners be members of the KCCS? Not necessarily, as the city cannot exclude people from this based on membership;

Would the Committee have its own bank account for the \$750.00 budget money? As the Society does not permit individual members to hold individual bank accounts, it was decided to add a Finance section to the document stating that any funds managed by the Committee must be held in trust by the City of Vancouver.

MOVED by Monica, and seconded by Bill, that the Kerrisdale Community Centre Society Board of Directors approve the formation of the Kerrisdale Community Garden Committee. CARRIED

MOVED by Monica, and seconded by Bill, that the Kerrisdale Community Centre Society Board of Directors accept the Kerrisdale Community Garden Committee *Terms of Reference* as presented. CARRIED

11. ESS COMMITTEE TERMS OF REFERENCE:

Colin Price reported that the ESS Committee has not met recently. Two committee members are very active in HAM radio and are at the ready in the event of an emergency. A new staff member is to be appointed to this committee. "All teams" meetings are defined as meaning that all committees attend large group city meetings at other centres.

A request was received to change wording in the *Terms of Reference*, under "Meetings" to read as "city-wide", instead of "all teams".

MOVED by Colin Price, and seconded by Oscar Bisnar, to accept the *Terms of Reference* of the Emergency Social Services Committee as amended. CARRIED

12. RECREATION SUPERVISOR'S REPORT:

Stew spoke to his decision to retire May 14th. He thanked the Board for all their hard work and commitment to the centre in his years with the KCC.

13. OTHER BUSINESS:

a) Proposed By-Law Amendment:

MOVED by Onno, and seconded by Bill, that the KCC Society's by-law 21 (iii) be amended to read: Not more than 5 (five) Directors may be appointed each year, at any time, by the elected Directors for a period of one year or any portion thereof remaining up to the date of the Society's next Annual General Meeting. CARRIED

This proposed By-Law Amendment must now be approved by the wider body of the Kerrisdale Community Centre Society at the 2011 Annual General Meeting in February 2011 in order for it to become part of the current by-laws.

A brief discussion took place regarding the limitations of listing the figure of five persons in the proposal.

Susan mentioned that if any member of the Board would like to volunteer to undertake a full review of the By-Laws, to kindly contact her.

14. AD HOC COMMITTEE REPORTS:

a) Olympic/Paralympic Committee Report

A question was received regarding the means of reporting the numbers of visitors in attendance at the *Community Living Room*. It was suggested that attendees might have been double counted. A clarification of “older children” being left unsupervised in the *Community Living Room* was regarded as referring to children aged about 10 years and older.

MOVED by Melina, and seconded by Bill, that an invitation from the Kerrisdale Community Centre Society be extended to the Musqueam First Nation, being one of the Four Host First Nations of the 2010 Winter Games, to take part in Kerrisdale’s 2010 Winter Games Legacy Project spearheaded by the Society. CARRIED

MOVED by Melina, and seconded by Barb, that the minutes of the February 2nd and March 16th 2010 Olympic and Paralympic Committee meetings be accepted as presented. CARRIED.

b) Facilities Planning Committee Report

Kathleen reported that the committee did meet in March. Minutes from this meeting will be presented next month.

MOVED by Kathleen, and seconded by Bill, that the minutes of the Facilities Planning Committee of January 21st, 2010 be accepted as presented. CARRIED

15. FINANCE COMMITTEE REPORT:

Onno noted that the net profit from operations is \$40,000.00. By year’s end, the Society should make about \$100,000.00 profit. Despite this figure, factoring in expenses, a small deficit may still exist. While sales have gone up, expenses and operations costs are higher. It was noted that exercise room profits are down this year.

February 11th minutes corrections:

1. under item #3 – add a “t” to the word “no”, to correctly read as “not”;
2. under item #2, it is noted that the centre does not have a “youth worker”, but rather a Program Assistant, Level 3.

Stew requested that the APG be consulted regarding the wording of documentation specific to the HST. He also proposed that a mission statement be drafted to outline and explain the specifics regarding HST cost increases. This is imminent as the summer brochure is due to be drafted/printed soon.

MOVED by Bill, and seconded by Colin Price, that

1. the Finance committee meets and decides how to deal with logistical changes required;
2. once the APG provide agreed upon name and explanation for the levy then authority is given to the KCCS Executive to give wording for KCC centre staff for program brochure, website and signage. CARRIED

MOVED by Onno, and seconded by Colin Booth, that the Finance Committee minutes of February 11th and March 11th, 2010 be accepted as amended. CARRIED

MOVED Onno, seconded by Colin Booth, that the financial statements of January 31st 2010 be adopted as presented. CARRIED.

16. STANDING COMMITTEE REPORTS:

a) Seniors' Council:

MOVED by Katy, and seconded by Bill, that the March 8th minutes of the Seniors' Council be accepted as presented. CARRIED

The next meeting Board meeting is scheduled for April 28th, 2010 at 7:30pm.

There being no further business, Bill moved that the meeting be adjourned.

The meeting adjourned at 9:37 pm.

UPCOMING MEETINGS OR EVENTS OF NOTE

Pool Committee Meeting	April 19th
Program Committee Meeting	May 5th
BCRPA Conference	May 12th-14th
Olympic/Paralympic Meeting	May 25th
Executive Meeting	May 19th
Board Meeting	May 26th
Facilities Planning Meeting	May 27th

**MINUTES OF THE BOARD OF DIRECTORS MEETING
OF THE KERRISDALE COMMUNITY CENTRE (KCC) SOCIETY
HELD ON WEDNESDAY APRIL 28th 2010, AT 7:30 pm**



Present: Susan Duffy, Chair, Onno Bakhoven, Kathleen Bigsby, Oscar Bisnar, Colin Booth, Samuel Fung, Bill Harris, Keiko Honda, Katy Hughes, Fred Jung, Aaron Law, Barb Mikulec, Colin Price, Wayne Reid, Irene Ronnie, Monica Tang, Alistair Taylor, Emily Williams

Regrets: Melina Hung

Absent: Amir Mehrjou

Guest: Commissioner Aaron Jasper (arrived at 8:05pm)

Staff: Stew Jordan

Recorder: Rhiannon Hillis

1. CALL TO ORDER:

The meeting was called to order at 7:31pm.

2. AGENDA:

Item to add:

1. Seniors' Centre Cooling Update – Colin Booth – added as item #9

MOVED by Wayne that the agenda be approved as amended. CARRIED

3. APPROVAL OF MINUTES OF MARCH 24TH, 2010 BOARD MEETING:

Corrections:

Page 5, item b) – add the word “meeting” after committee.

Page 2 – Fazil Milhar is the Board *Consultant*, not the Board *Solicitor*

Susan mentioned that Helen Pang has resigned from the Board due to work commitments in Quebec. She confirmed that the next Executive meeting will take place on May 19 as indicated in the April Executive minutes.

MOVED by Bill, and seconded by Colin Price, that the minutes of the March 24th, 2010 Board Meeting be accepted as amended. CARRIED

4. BUSINESS ARISING FROM THE MINUTES: none

5. EXECUTIVE COMMITTEE REPORT:

Corrections:

Under “Call to Order”, second sentence, add the word “to” after the word “is”.

Update: Lee Tarrant will not be attending the BCRPA Conference in Penticton next month.

MOVED by Bill, and seconded by Monica, that the minutes of the April 14th Executive Meeting be accepted as amended. CARRIED.

6. CORRESPONDENCE:

Received as follows:

- a) A card of thanks from Norm Funk for Easter chocolates forwarded from the Board.
- b) A card of thanks from Rhiannon Hillis for Easter chocolates forwarded from the Board.

7. TERMS OF REFERENCE:

7.1 Arena Committee:

It was decided to remove the word “sub” from “subcommittee” as the committee is an entity in itself. Under “Membership”, it was decided to add “Arena Programmer (as staff liaison) and possibly other members of the Society”.

MOVED by Bill, and seconded by Alistair, that the Arena Committee *Terms of Reference* be adopted as amended. CARRIED

7.2 Program Committee:

MOVED by Barb, and seconded by Oscar, that the Program Committee *Terms of Reference* be accepted as presented. CARRIED

It was suggested that in the future, the time of meetings not be recorded in any *Terms of Reference*. In this aspect, general wording for all *Terms of Reference* will read as “monthly meetings at the call of the Chair, unless otherwise noted”.

8. BOARD BOOTCAMP PRESENTATION – Keiko Honda:

Keiko thanked the Board for this learning opportunity through *Volunteer Vancouver*. She reported on the three modes of governance: strategic, fiduciary and generative. She learned that a Board should regard itself as a “collective personality”. Keiko will post the information from her workshop on the KCCS Board *Google Groups* site.

9. SENIORS’ CENTRE AIR CONDITIONING – Colin Booth:

A new cooling system was installed April 3rd to serve the pool and rooms in the Seniors’ Centre. This system was installed to address overly warm rooms in the centre during the summer months. The system is both environmentally and cost conscious with motion sensors in place in all rooms using the system. The sensors turn air conditioning on only when movement is sensed in a room. This project was completed on budget at \$51,000.00 and was paid for by the KCC Society. An additional phase two cooling protocol may be added later this season. This protocol would see Mylar placed on centre windows for additional cooling if needed. This item is tabled for discussion to the September Board agenda and meeting.

A question was received regarding who from the city was involved in this process. Desh Jehman assisted with this Kerrisdale project. Stew reported that when Societies/Associations invest money back into a city building, centre mechanical engineers put the request out to tender, and city staff ensure that the work is done according to all appropriate safety and building standards.

10. POSTING OF BOARD MINUTES:

MOVED by Wayne, and seconded by Bill, that the Kerrisdale Community Centre Society post each set of approved Board of Director minutes on its website for a period of six months.

CARRIED

Any questions from the public arising from the minutes will be forwarded to the President. Susan will speak with Lee regarding setting up an e-mail address for this purpose.

(Commissioner Jasper joined the meeting at this time.)

11. COMMITTEE MEMBERS:

The following Board members volunteered to serve on the following committees:

9.1 Policy Protocols Review Committee – Onno, Wayne, Colin Booth.

9.2 Arena Committee – Barb, Bill and Fred with Manabu Koshiumra as staff liaison.

12. RECREATION SUPERVISOR'S REPORT:

Stew presented his final report as Recreation Supervisor. This is his last Board meeting before commencing retirement. He first interviewed with the Society and centre sixteen years ago. Stew promised Kathleen at that interview that he would make the Society proud in his honest and ethical work habits and commitment to improvements at the centre. Over his years at the KCC, Stew has been involved in facilitating many physical building changes including removing old racquetball courts and reconfiguring existing rooms for greater purpose uses. He feels that he is leaving under the best of circumstances.

Kathleen noted that Stew has been able to attract programmers who do three times the volume of programming than those at other centres. Staff is attracted to working here as the centre is regarded as having a dynamic work environment. West End is the only other community centre that attracts more patrons; however, they accept a large volume of walk-in clients.

Susan Mele will cover for Stew while his replacement is secured.

13. OTHER BUSINESS: Community Garden *Terms of Reference* Update

Beyond the membership dues seed money; this will be a financially self-sustaining committee. Committee purchases will be reported to the Board with the Society in essence providing “bookkeeping” for the committee. It is noted that there is a precedent for this through the KCCS. It was noted that the *Green Street Program* is the city branch that oversees how the gardens are maintained. The garden must carry \$2 million dollars in liability insurance.

The committee will consider if a staff liaison is needed.

14. FINANCE COMMITTEE REPORT: Aaron

It was reported that net profits from program fees are not as high for the first six months of this year in comparison to the same time last year.

It was suggested that transactions of less than \$5 not be taken by credit or debit cards to save costs. A sign at the desk indicating a minimum amount for card transactions should be displayed for patrons. A suggestion was received to have two pay line-ups – one for credit/debit cards and one for cash. This will be taken back to the committee for further discussion. A follow-up with Lee Tarrant about this will also take place.

MOVED by Aaron, and seconded by Colin Price, that the Finance Committee minutes of April 8th, 2010 be accepted as presented. CARRIED

MOVED ^{by RH} Aaron, and seconded by Colin Price, that the financial statements of February 28th 2010 be adopted as presented. CARRIED

Break – 8:40pm – 8:47pm

Susan invited Commissioner Jasper to speak. He updated the Board as follows:

- the Park Board (PB) is moving along with its hiring of the next General Manager, who should be in place by September 1st at the very outside. A meeting will be held tomorrow evening with shareholders/stakeholders regarding this. Kathleen will be attending this meeting on behalf of the KCC. Commissioners Woodcock, Barnes, MacKinnon and Jasper will serve as the hiring committee for the position.
- No smoking laws have been put in place in parks and beaches. This by-Law will be officially in place September 1st.
- On the spot ticketing was experimented with during the Olympics with 100% compliance noted. This may be experimented with further in the future.
- The PB is anxious to meet with the Association Presidents' Group to commence *Joint Operating Agreement* discussions.
- The Athletes Village Community Centre will be opening July 1st.
- The next meeting with PB & Association Presidents' Group will take place on May 10th.
- The budget discussions for next year will be taking place soon.

15. AD HOC COMMITTEE REPORTS:

a) Olympic/Paralympic Committee Report

Correction:

Remove the words "Indian Band" from the minutes.

MOVED by Katy, and seconded by Bill, that the minutes of the April 13th 2010 Olympic and Paralympic Committee meeting be accepted as amended. CARRIED

b) Facilities Planning Committee Report

Kathleen spoke to the presentations made at the last meeting. A letter will be sent out requesting an RFP. Commissioner Jasper suggested that KCC Capital Projects could be brought to an upcoming PB Planning and Environment committee meeting. Commissioner Sarah Blyth is the Chair of this PB committee.

MOVED by Kathleen, and seconded by Alistair, that the minutes of the Facilities Planning Committee meeting of April 15th, 2010 be accepted as presented. CARRIED

16. STANDING COMMITTEE REPORTS:

a) Program Committee:

Oscar reported that the committee will be doing goal setting at the next meeting.

It was suggested to add more information to all sets of minutes.

MOVED by Oscar, and seconded by Barb, to accept the Program Committee minutes of April 7th, 2010 as presented. CARRIED

b) Pool Committee:

Correction:

#9.5 add the word “make”

MOVED by Katy, and seconded by Colin Booth, that the Pool Committee minutes of April 19th, 2010 be accepted as amended. CARRIED

c) Seniors' Council:

A member recently celebrated his 103rd birthday. A volunteer tea is taking place this week. Mother's Day celebrations take place next week. Book sales average \$30-\$40 dollars every week.

Correction:

Steven Sothy is noted as being late, rather than “present” and also “absent”.

MOVED by Irene, and seconded by Bill, that the April 12th minutes of the Seniors' Council be accepted as presented. CARRIED

The next Board meeting is scheduled for May 26th, 2010 at 7:30pm.

MOVED by Wayne that the meeting be adjourned.

The meeting adjourned at 9:23 pm.

UPCOMING MEETINGS OR EVENTS OF NOTE

Facilities Planning Meeting		May 27th
Stew's Retirement Party		May 28th
Program Committee Meeting		June 2nd
Executive Meeting		June 9th
Olympic and Paralympic Committee		June 15th
Board Meeting		June 23rd
Board Barbeque		July 14th
Summer Registration	on-line	June 11th
	in-person	June 12th
	telephone	June 14th

**MINUTES OF THE BOARD OF DIRECTORS MEETING
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY (KCCS)
HELD ON WEDNESDAY MAY 26th 2010, AT 7:30 pm**

Present: Susan Duffy, Chair, Onno Bakhoven, Kathleen Bigsby, Oscar Bisnar, Colin Booth, Samuel Fung, Bill Harris, Keiko Honda, Katy Hughes, Melina Hung, Fred Jung, Amir Mehrjou, Barb Mikulec, Wayne Reid, Irene Ronnie, Monica Tang, Alistair Taylor, Emily Williams

Regrets: Colin Price, Aaron Law

Staff: Susan Mele

Recorder: Rhiannon Hillis

1. CALL TO ORDER:

As Susan was a few minutes late in arriving, Kathleen (Past President) called the meeting to order at 7:29 pm.

2. AGENDA:

MOVED by Wayne, and seconded by Monica, that the agenda be approved as presented.

CARRIED

3. APPROVAL OF MINUTES OF APRIL 28TH, 2010 BOARD MEETING:

Corrections:

Item #11.2 corrects the typo of Manabu's Koshimura's surname to read correctly as "Koshimura".

MOVED by Colin Booth, and seconded by Bill, that the minutes of the April 28th, 2010 Board Meeting be accepted as amended. CARRIED

4. BUSINESS ARISING FROM THE MINUTES:

Item #10 – A question was received as to whether the Board Agenda should also be posted on the KCCS website page. It was felt that posting the minutes on the website is sufficient. It was suggested that the contact e-mail address for the public to contact the KCCS President with any questions regarding the minutes also be added to the same web-page.

(Susan Duffy joined the meeting at 7:34pm.)

Susan D. introduced Susan Mele to the Board members. Susan M. presently serves as the KCC Acting Recreation Supervisor until a replacement for Stew Jordan is hired.

5. EXECUTIVE COMMITTEE REPORT:

Corrections:

Add Aaron Law as being present at the meeting.

Comments:

It is noted that David Howden was a long time member of the KCCS Board. It was suggested that in considering a possible amount to donate for the proposed *Memorial Games Table*, David's direct service to the Board and centre should be considered.

MOVED by Bill, and seconded by Monica, that the minutes of the May 19th Executive Meeting be accepted as amended. CARRIED

6. CORRESPONDENCE:

Received as follows:

- a) A letter to Patti Turko from Barrie Wood complimenting Eliana Roland, a Spanish instructor at the KCC, for her work as instructor.
- b) A card of thanks from Rhiannon Hillis thanking the Board for the opportunity to participate in the *2010 BCRPA*.
- c) A letter to Stew Jordan from Barb Mikulec for a wonderful afternoon spent at the *Seniors' Volunteer Appreciation Tea*.
- d) A card of thanks from *St. George's School* for the gift certificate to their annual silent auction.
- e) A letter and certificate from Greg Eng praising the KCCS's efforts with the *Olympic Host a City Happening Grant Postcards for 2010 Community Art Project*.
- f) A card of thanks from Kim Farrell and her husband.
- g) A letter of thanks from *JBST Soccer Academy* for a donation to the *Gothia Cup* held July 12-19 2009.
- h) A final letter of goodbye from Stew Jordan on his retirement.

7. Stay Active, Eat Healthy Forum – Emily Williams:

Emily reported on her attendance at this workshop held May 25th at Langara Golf Course. She noted that while community centres offer activities that promote health, some vending machines at centres could offer healthier food choices. Representatives from the *BCRPA* and dieticians from *Vancouver Coastal Health* were present at the workshop. It is noted that the KCC main centre, KCC Arena and Maple Grove Pool all have vending machines.

ACTION: Emily and Susan D. will contact Philip Josephs (city staff member in charge of vending service liaison) for follow-up regarding the addition of healthier food choices in KCC vending machines.

8. Policy Protocols Document Update:

The Board reviewed the amended draft document. It is felt that the flow of Board information not be impeded by a lengthy approvals process.

The draft will be placed in the June Board package for discussion at the June Board meeting. Board member thoughts/suggestions regarding the document are to be forwarded by June 10th to Susan D. or Onno via e-mail.

9. RECREATION SUPERVISOR UPDATE:

Susan D. hopes to hear from Diane Murphy soon regarding candidates for Stew's replacement. The new Recreation Supervisor should be in place by late August or early September. The Board Executive should have a chance to review the applicant(s). It is noted that criteria for the candidate's screening is needed.

10. OTHER BUSINESS

- a) **Summer Barbeque** – July 14th

Bill Harris has graciously offered to host this annual event at his home. Emily, Keiko, Rhiannon and Susan M. will serve as the committee for this event. Sam and Bill will cook the steaks and salmon at the barbeque.

b) Outside Games Table Memorial

This item is tabled pending forthcoming information.

11. FINANCE COMMITTEE REPORT: Onno

Finances are good going into the summer.

Comments/Notes:

Item #5. The proposal limit for credit card transactions will stand as it is as present.

Item #6. A volunteer to manage the Community Garden Committee funds is in place, but further consultation with Lee is needed.

Item #7. Kitchen Deficit:

Owing to the increasing deficit for the kitchen's monthly operational costs, a lengthy discussion took place regarding raising the cost of meals and whether a 50 cent increase in cost would be prohibitive for some patrons. Therefore, it was:

MOVED by Onno, and seconded by Wayne, that the subsidy to the kitchen operation for the next financial year be \$36,000.00 and that any additional deficit as well as the cost caused by the implementation of the HST be covered by an increase in the kitchen's sales prices.

14 in favour, 1 opposed, 1 abstention. CARRIED

The Seniors' Council will determine what items will be increased in price.

Comments/questions regarding Financial statements:

A question was received as to why the \$88,000 amount in A/R is so high. This is because of the delay in receiving on-line sales monies owing to the later spring program registration date. The money first goes to PB and is then forwarded to the centre. The money takes about two weeks to be received.

MOVED by Onno, and seconded by Bill, that the Finance Committee minutes of May 12th 2010 be accepted as presented. CARRIED

MOVED by Onno, and seconded by Bill, that the Financial statements of March 31st 2010 be adopted as presented. CARRIED

12. AD HOC COMMITTEE REPORTS:

a)Olympic/Paralympic Committee Report

The meeting with Johnna Sparrow-Crawford has been postponed to June 2nd.

A question was received about city permission for greenery being set up near a proposed *Runner* installation. This item is tabled pending more information.

Melina noted that in consulting with Ms. Sparrow-Crawford, for the present time, the Musqueam people are known as the *Musqueam Indian Band*.

MOVED by Melina, and seconded by Barb, that the two minutes sets of the May 18th 2010 Olympic and Paralympic Committee meetings are accepted as presented. CARRIED

b) Facilities Planning Committee Update

Kathleen reported that information is being gathered at the moment with a later update to follow.

Board minutes Item #15B follow up: It was noted that Commissioner Blyth has twice been contacted to have this item added to the agenda for the Park Board (PB) Planning and Environment Committee meeting. No reply has been received to date.

13. STANDING COMMITTEE REPORTS:

a) Program Committee:

Goal setting will take place at the next meeting. A question was received regarding welcome signage in different languages at the centre. Susan D. will follow up with Patti regarding this. The *Needs Assessment Document* is available in the Board Office for Board members and Staff to sign-out as desired.

MOVED by Oscar, and seconded by Barb, to accept the Program Committee minutes of May 5th, 2010 as presented. CARRIED

b) Seniors' Council:

Last month's photo competition was well supported and presented. Sixty-five people attended the recent *Volunteer Appreciation Tea*. A book sale will be hosted this month with \$100 in profits estimated/anticipated.

MOVED by Irene, and seconded by Colin Booth, that the May 10th minutes of the Seniors' Council be accepted as presented. CARRIED

14. ASSOCIATION PRESIDENTS' GROUP UPDATE:

The APG Executive met with the City Manager on May 13th. The APG have a scheduled meeting with PB on June 3rd 2010.

The next Board meeting is scheduled for June 23rd, 2010 at 7:30pm.

MOVED by Bill that the meeting be adjourned.

The meeting adjourned at 9:12pm.

UPCOMING MEETINGS OR EVENTS OF NOTE

Program Committee Meeting	July 7 th 7:00pm
Summer Barbeque	July 14 th 6-9pm
Executive Committee Meeting (if needed)	August 11 th 7:30pm
Pool Committee Meeting	August 16 th – 4:30pm
Board Meeting	August 25 th – 7:30pm

**MINUTES OF THE BOARD OF DIRECTORS MEETING
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY (KCCS)
HELD ON WEDNESDAY JUNE 23rd 2010, AT 7:30 pm**

Present: Susan Duffy, Chair, Onno Bakhoven, Oscar Bisnar, Colin Booth, Samuel Fung, Bill Harris, Katy Hughes, Melina Hung, Fred Jung, Aaron Law, Barb Mikulec, Colin Price, Wayne Reid, Irene Ronnie, Monica Tang, Alistair Taylor, Emily Williams

Regrets: Kathleen Bigsby, Samuel Fung, Amir Mehrjou, Monica Tang

Staff: Susan Mele

Recorder: Rhiannon Hillis



1. CALL TO ORDER:

The meeting was called to order at 7:32 pm.

2. AGENDA:

The agenda was adopted as presented.

3. APPROVAL OF MINUTES OF MAY 26TH, 2010 BOARD MEETING:

Corrections:

- Item #12 - meeting date was June 1st and not June 2nd

MOVED by Fred, and seconded, that the minutes of the May 26th, 2010 Board Meeting be accepted as amended. CARRIED

4. BUSINESS ARISING FROM THE MINUTES: none

5. EXECUTIVE COMMITTEE REPORT:

Comments:

Susan D. noted that she is meeting with Diane Murphy tomorrow to discuss the Recreation Supervisor's Job Posting.

Corrections/Notations:

- Item #1-13 additional hours were requested for the Programmer Assistant's position;
- Community Garden should be listed as item #6;
- Under "Adjournment", Susan "D." adjourned the meeting.

MOVED by Melina, and seconded, that the minutes of the June 9th Executive Meeting be accepted as amended. CARRIED

6. CORRESPONDENCE:

Susan D. distributed the guest book from Stew's barbeque for signing and any further good wishes.

7. Petitions in Park Board Facilities:

The Board discussed the presence of HST petition tables in community centres with it collectively felt that the KCC should remain as politically neutral as possible. Therefore, petition tables will not be present at the KCC.

8. Kerrisdale Soccer Club (KSC):

This club has recently contacted the KCCS regarding reestablishing a relationship with the centre. Susan D. briefly outlined the past relationship with the KCC(S). Rented meeting space as well as equipment storage, a bookkeeper's workspace, fee collection and a mailing address for the club were provided by the KCC. A signed agreement existed between the organizations and a KSC member sat on the KCCS Board. This relationship existed until 2005.

The club presently seeks free room rental for their monthly meetings and a display case to show their memorabilia in exchange for KCC logo and link presence on the KSC website.

The Board discussed the proposal at length. Presently, the centre does not have an available display case to offer for display purposes.

MOVED by Wayne, and seconded, that the KCCS offer, at this time, the KSC a mutual exchange of logos and links on each other's websites. CARRIED

9. Nominations for *Remarkable Women*:

Susan D. distributed the request from Park Board for nominations for Vancouver women who have made significant contributions to the city. Nominations should be received by July 31st, 2010.

10. Vending Machine Update:

Emily distributed photos of vending machine food options. She also shared info on a link to the forum that she attended recently regarding healthy vending machine food options. Three other Vancouver community centres are considered "healthy food front runners" and it is desired to bring the KCC up to that standard.

Emily will visit the concession at Maple Grove Pool and review the vending machines at the centre and arena for further consideration.

11. Policy Protocols Document Review/Update:

Two small changes were made to items #1 and #6 on the document following discussion at the last Board meeting.

A lengthy discussion took place regarding approving committee minutes electronically prior to a Board meeting. It was decided that if a Chair does not hear back from a committee member regarding a set of electronically forwarded draft minutes, then the Chair may assume that "silence" to mean consensus/approval of the minutes.

Moved by Onno, and seconded, to accept the *Board and Committee Meeting Protocols* document as presented. CARRIED

12. RECREATION SUPERVISOR UPDATE:

Susan M. reported that Patti Turko is on leave until July 7th. Manabu Koshimura has accepted a position at South False Creek Community Centre.

13. OTHER BUSINESS:

a) Summer Barbeque Update – July 14th

To date, 39 people have been invited with 23 acceptances and 3 regrets.

b) Outside Scrabble Table Memorial Update: nothing to report at present

14. FINANCE COMMITTEE REPORT – Aaron Law:

Financial Statements:

- Centre cash flow is \$34,000 in the positive;
- Investments: cash has been moved from *Manulife* to *RBC* for investment returns;
- Kitchen Update: Onno and the Seniors' Council reviewed meal item prices. This will be discussed during the *Seniors' Council* presentation;
- Next Budget: should be ready by the end of August.

Minutes Corrections: remove the extra "l" from Susan M.'s name

MOVED by Aaron, and seconded, that the Finance Committee minutes of June 9th 2010 be accepted as amended. CARRIED

MOVED by Aaron, and seconded, that the statements of April 30th 2010 be adopted as presented. CARRIED

15. AD HOC COMMITTEE REPORTS:

a) Olympic and Paralympic Committee Update:

Melina, Katy and Keiko updated the Board on the *2010 Legacy Project*. Some members of the committee, a Society staff member and family members attended the recent *Aboriginal Days* at the Musqueam Nation. The Musqueam have verbally agreed to match the KCCS's \$3000 budget for a *Runner* installation at the KCC and may be contributing funds towards the installation cost as well. The *Runner* will be 6 feet in height. Pending all approvals processes, including that with Park Board, the *Runner* should be ready to install in September. A blessing ceremony open to the wider community would then take place at the KCC with traditional dancing. A suggestion was received to videotape the blessing ceremony to broadcast on *YouTube*.

Melina took an informal poll of Board members for *Runner* colour preference with ten people favouring silver and six people favouring red.

b) Facilities Planning Committee Update:

As Kathleen was away this evening, this report is tabled to a subsequent meeting.

(Katy left the meeting at 9:05pm.)

15. STANDING COMMITTEE REPORTS:

a) Seniors' Council:

Irene reported that the next formal book sale will take place in September. A good-bye party was held for Stella recently, with gifts kindly forwarded to the hosts.

Irene distributed copies of the suggested kitchen centre price increases, with the suggested prices taking effect in September.

MOVED by Irene, and seconded by Bill, that the minutes **and proposed kitchen price increases** of the Seniors' Council be accepted as presented. CARRIED

b) Program Committee:

MOVED by Barb, and seconded, that the Program Committee minutes of June 2nd, 2010 be accepted as presented. CARRIED

b) Arena Committee:

MOVED by Bill, and seconded, that the June 9th minutes of the Arena Committee be accepted as presented. CARRIED

Susan D. remarked that this is her last official meeting as President.

The next Board meeting is scheduled for August 25th, 2010 at 7:30pm.

MOVED by Bill that the meeting be adjourned.
The meeting adjourned at 9:07 pm.

UPCOMING MEETINGS OR EVENTS OF NOTE

Fall Registration Dates

Board Meeting
Program Committee Meeting
Executive Committee Meeting
Olympic and Paralympic Committee Meeting
KCC *Ghost Train* Night

August 13th – Online
August 14th – In Person
August 25th – 7:30 pm
Sept. 1st - 7:00 pm
Sept. 8th – 7:30pm
Sept. 14th – 4:00 pm
October 12th – 7:30 pm

**MINUTES OF THE BOARD OF DIRECTORS MEETING
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY AUGUST 25th 2010, AT 7:30 pm**

Present: Susan Duffy, Chair, Kathleen Bigsby, Oscar Bisnar, Colin Booth, Bill Harris, Katy Hughes, Keiko Honda, Melina Hung, Fred Jung, Aaron Law, Barb Mikulec, Monica Tang, Alistair Taylor, Emily Williams

Regrets: Onno Bakhoven, Samuel Fung, Amir Mehrjou, Colin Price, Wayne Reid, Irene Ronnie

Staff: Susan Mele

Recorder: Rhiannon Hillis

1. CALL TO ORDER:

The meeting was called to order at 7:31pm.

2. AGENDA:

The addition of the *Volunteer of the Year* Recognition Award and Dinner was added as item #16. MOVED by Bill that the agenda be approved as amended. CARRIED

3. APPROVAL OF MINUTES OF JUNE 23RD, 2010 BOARD MEETING:

Corrections/Changes of note since last meeting:

1. Monica Tang and Samuel Fung forwarded regrets.
2. Susan Duffy will remain in the position of KCCS President.

MOVED by Bill, and seconded, that the minutes of the June 23rd, 2010 Board Meeting be accepted as amended. CARRIED

4. BUSINESS ARISING FROM THE MINUTES: none

5. EXECUTIVE COMMITTEE REPORT:

Corrections:

Item #3.1 page 5, the word “the” is missing before “2011” in the first sentence.

Item #8. The garden will be located at “54th” and East Boulevard, and not “64th” as indicated. In addition, trees can be taken down as other trees are being added at another garden.

MOVED by Monica, and seconded, that the minutes of the June 9th Executive Meeting be accepted as amended. CARRIED

General Update:

1. It was reported that an error was present in the invoice submitted by Park Board (PB) to the KCCS for this Society’s contribution to the 2010 budgetary shortfall. A letter will be sent to PB in this regard.
2. The vacant Arena Programmer Position will be reposted for internal applicants as a promotion position.

6. CORRESPONDENCE:

Susan D. distributed for information purposes:

1. A letter from Diane Murphy regarding the *Volunteer of the Year* recognition dinner. (Addressed later in item #16)

2. Brochures on the *Cultural Harmony Awards 2010/Equal Opportunity Program*.

7. Kerrisdale Soccer Club (KSC)

A sub-committee of Barb (Chair), Katy and Keiko was formed to investigate how the KCCS might work with the KSC to consider facility needs. This committee will forward its recommendations to the Board by late September.

8. Board Bulletin Board/Multi-Language Signage:

Monica outlined both the foyer *Welcome Board* suggestions and the ideas for a Board "Bulletin Board" as discussed at the Executive meeting. The royal blue bulletin space located immediately above the whiteboard monthly calendar (parking lot entryway) is suggested as the location for the bulletin board. The information on the standing Program Board will be mounted on the wooden wall space in the main lobby area. This will clear space for more stroller parking and general traffic. The multi-language *Welcome Board* will also be displayed in this area. Oscar, Melina and Monica will work together on developing the "welcome" signage and Monica will follow up on the bulletin board.

9. Community Garden Update:

It was reported that the location at 60th and Angus has been cleared and water went in yesterday. The build day will take place soon and fruit trees will be planted in September. The second location at 54th and East Boulevard has been reserved and a proposal to the city will now proceed. Monica noted that there are presently eighty people on the wait list, with some having been on the list for over four years. This new garden will assist in providing garden plots for some of the people on the waitlist.

10. Vending Machine/Concession at Maple Grove Pool Update:

Emily met with Hilary at Maple Grove Pool concession. She showed the Board the photos that she took of the concession. Candy, chips, hot dogs and ice cream are the food options presently served here. Bottled water costs \$3 a bottle. Patrons have been requesting healthier food options at Maple Grove Pool. Emily suggested approaching the local *Choices Market* to see if they might suggest other choices. Emily will discuss implementing food healthier options with Kelly and Jen. RJAK

11. RECREATION SUPERVISOR UPDATE:

Susan M. reported that Jody Gunderson had approached the KCCS for increased hours at the centre. The Society had made a proposal to increase her hours however she has now accepted a position at Champlain Community Centre to work full time and be closer to home. Her last day at the KCC is September 10th. Susan M. also noted that today is the last day of daycamps.

12. OTHER BUSINESS:

a) Ghost Train – October 12th

This year the KCC has purchased a 30-minute time block for this annual event. As in past years, a draw will take place for free event tickets for centre patrons renewing annual memberships this

fall. Board members wishing tickets to this event should e-mail Kristi Douglas indicating the number of tickets desired.

13. FINANCE COMMITTEE REPORT – Aaron Law:

Budget for next year:

Page 8 – The net operating revenue is forecasted to be about 29%.

Cost request and expenses for this year are about the same as last year.

June statements: Program revenue is healthy.

Questions:

A question was received regarding the Seniors' Kitchen costs. Clarification was given that owing to increased kitchen operating expenses, approved increases in the price(s) of meals will take effect in September.

MOVED by Aaron, and seconded, that the Finance Committee minutes of August 11th 2010 be accepted as presented. CARRIED

MOVED by Aaron, and seconded, that the statements of June 30th 2010 be adopted as presented. CARRIED

MOVED by Aaron, and seconded, that the *2010/2011 Budget* be accepted as presented. CARRIED

14. AD HOC COMMITTEE REPORTS:

a) Olympic and Paralympic Committee Update:

Due to increasing costs, the committee recommends the pursuit of an *Inukshuk* installation at the KCC, and the *Artist in Residence Program* in 2011.

A further relationship and connection with the Musqueam Indian Band is desirable. Emily, Keiko and Fred will form a committee to formulate a process for a greater long-term connection with this, and other, Kerrisdale communities.

MOVED by Melina, and seconded, that the Board not continue with the *Runner* project at the estimated figure of \$23,500.00 CARRIED

(Kathleen left the meeting at 9:00pm.)

b) Facilities Planning Committee Update:

It was reported that the committee decided to:

1. Approach the larger community to ascertain interest and needs of what to include in a new facility at the KCC,
2. Gather from staff the history and problems of the rink and pool for documentation purposes,
3. Meet with a structural engineer to do an assessment of the rink and pool as they exist today.

15. STANDING COMMITTEE REPORTS:

a) Seniors' Council: There was nothing to report at this time.

b) Program Committee: Oscar (Co-Chair) submitted an approved set of minutes.

c) Pool Committee:

The Pool Committee met August 14th. The pool has some maintenance challenges that will be addressed during the annual maintenance and facility draining taking place August 28th-September 19th.

16. Volunteer of the Year

Susan D. outlined to the Board some past *Volunteer of the Year* recipients. This year's KCC applicant needs to be submitted to PB by Friday September 24th. Susan D. asked the Board to forward her names of individuals to be considered for this award.

The next Board meeting is scheduled for September 22nd, 2010 at 7:30pm.

MOVED by Bill that the meeting be adjourned.

The meeting adjourned at 9:13 pm.

UPCOMING MEETINGS OR EVENTS OF NOTE

Board Meeting	September 22nd – 7:30pm
Program Committee Meeting	October 6th - 7:00pm
Executive Committee Meeting	October 13th – 7:30pm
KCC <i>Ghost Train</i> Night	Oct. 12th – 7:30pm
October Board Package Distribution	October 20th – by 3:00pm
October Board Meeting	Oct. 27th – 7:30pm

**MINUTES OF THE BOARD OF DIRECTORS MEETING
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY OCTOBER 27th 2010, AT 7:30 pm**

Present: Susan Duffy, Chair. Onno Bakhoven, Oscar Bisnar, Samuel Fung, Bill Harris, Keiko Honda, Katy Hughes, Melina Hung, Aaron Law, Wayne Reid, Irene Ronnie, Monica Tang, Emily Williams

Regrets: Kathleen Bigsby, Colin Booth, Fred Jung, Susan Mele (staff), Barb Mikulec, Colin Price, Alistair Taylor

Absent: Amir Mehrjou

Staff: Jennifer Takai

Recorder: Rhiannon Hillis

1. CALL TO ORDER:

The meeting was called to order at 7:31 pm.

2. AGENDA:

MOVED by Wayne, and seconded, that the agenda be approved as presented. CARRIED

3. APPROVAL OF MINUTES OF SEPTEMBER 22ND, 2010 BOARD MEETING:

MOVED by Monica, and seconded, that the minutes of the September 22nd, 2010 Board Meeting be accepted as presented. CARRIED

4. BUSINESS ARISING FROM THE MINUTES:

An update on the centre's foyer *Board bulletin/information board* is tabled to the November Board meeting.

5. EXECUTIVE COMMITTEE REPORT:

Minutes Correction:

A comma should be added after Kathleen Bigsby's name in list of those present.

Discussion item as listed:

- a brief explanation of the Human Rights Tribunal case was outlined to the Board.
- mandatory school closures and resultant effects on community centres was briefly discussed.

Susan D. presented the KCC *Volunteer of the Year* award gift to Bill Harris as he had been unable to attend the *Volunteer of the Year* dinner.

MOVED by Monica, and seconded, that the minutes of the October 13th Executive Meeting be accepted as amended. CARRIED

6. CORRESPONDENCE: none

7. Kerrisdale Soccer Update:

It was reported that a letter has been sent to Mrs. Lee Laxton as approved. Clarification regarding booking communications was provided.

8. Vending Machine Update:

Jennifer and Emily are in discussion regarding vending machine content.

9. Nominating Committee Report/Update:

It was reported that the committee has met once with all tasks up to date. An advertisement announcing the AGM has been placed in the KCC Winter Brochure. More updates will be provided at the November Board meeting.

10. Christmas Party Committee Report/Update:

Emily reported that the committee has met and formal invitations to the party will go out next week. This year's party theme is an *Old Fashioned Christmas*.

11. Recreation Supervisor's Update:

Jennifer reported that Paul Bilne has been hired as Arena Programmer. The pool and rink are running well.

12. OTHER BUSINESS: none

13. FINANCE COMMITTEE REPORT:

It was reported that the audit is currently ongoing. The Finance Committee meets with the auditors next week to review the final audit draft.

Aaron reported that the financial statements are in order and within review analysis. About \$800,000 in revenue is anticipated. A budget surplus of about \$70,000 presently exists as nothing was spent on facilities items in this budget. This is anticipated to change in 2011.

Aaron will forward to the Program Committee a statement of their budget allocation for the year.

Minutes correction:

The word *to* should be added to the following phrase:
...taking into account the subsidy paid *to* the Park Board.

MOVED by Aaron, and seconded, that the Finance Committee minutes of October 14th 2010 be accepted as amended. CARRIED

MOVED by Aaron, and seconded, that the financial statements of August 31st 2010 be adopted as presented. CARRIED

14. AD HOC COMMITTEE REPORTS:

a) Community Garden Update:

Monica reported that fruit trees have been planted. The group has been readying the garden for winter. Leaves will be laid down for winter mulch.

b) Olympic and Paralympic Committee Update

Melina submitted an approved set of minutes. She reported that the inukshuk and plaque are presently on order.

Susan thanked the Olympic and Paralympic Committee for all their hard work. Particular acknowledgements were paid to Kristi, Melina and Barb.

c) Facilities Planning Committee Update:

An approved set of minutes was submitted.

15. STANDING COMMITTEE REPORTS:

a) Seniors' Council:

Irene reported that the seniors recently enjoyed an entertainment dinner where prime rib was served. Over seventy people attended this dinner event with the meal cost set at \$18 per person. More than one hundred guests were received at the *Over '90's Tea*. Two hundred and fifty placemats have been made for the two upcoming Christmas dinners.

It was noted that the centre's small bus could be used more often if available drivers could be found. A centre instructor's name will be forwarded to Susan Mele to possibly assist in this regard.

MOVED by Irene, and seconded, to accept the Seniors' Council minutes of October 18th as presented. CARRIED

b) Program Committee:

Keiko briefly presented her *Salon* poster to the Board. She explained that a trial *Salon* will take place at the centre on January 30th, 2011 with guest artist Ken Rice facilitating the event. This event will take place from 2-4pm in the Terrace Room in the Seniors' Centre.

Oscar provided an update on air quality in the stretch rooms. Three quotes costing between \$3837.00 and \$10,630.00 dollars have been received. The committee will discuss the quotes at their next meeting on November 3rd.

The Winter Brochure will be printed in an environmentally sustainable manner. Winter registration begins December 10th online.

Break: (8:40pm - 8:47pm)

Jennifer Takai left the meeting following the break.

16. In Camera: (8:50pm - 9:45pm)

It was MOVED by Bill that the meeting be adjourned.
The meeting adjourned at 9:47pm.

The next Board meeting is scheduled for November 24th, 2010 at 7:30pm.

UPCOMING MEETINGS OR EVENTS OF NOTE

Program Committee Meeting
Executive Committee Meeting
January Board packages distributed
Board Meeting

Christmas Party
Winter Registration Dates

Olympic/Paralympic Committee Meeting
Annual Report Due Date
AGM

November 3rd - 7:00pm
November 10th – 7:30pm
January 19th by 3:00pm
November 24th– 7:30pm
January 26th – 7:30pm
December 8th
Online – December 10th
In person – December 11th
January 2011
Friday January 7th 2011
February 16th 2011

**MINUTES OF THE BOARD OF DIRECTORS MEETING
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY NOVEMBER 24th 2010, AT 7:30 pm**

Present: Oscar Bisnar, Acting Chair, Kathleen Bigsby, Colin Booth, Samuel Fung, Bill Harris, Fred Jung, Keiko Honda, Melina Hung, Aaron Law, Amir Mehrjou, Colin Price, Wayne Reid, Irene Ronnie, Monica Tang, Alistair Taylor, and Emily Williams

Regrets: Susan Duffy, Chair, Onno Bakhoven, Samuel Fung, Katy Hughes, and Barb Mikulec

Guest: Jim Hall

Staff: Susan Mele, Paul Biln

Recorder: Rhiannon Hillis

1. CALL TO ORDER:

The meeting was called to order at 7:29 pm.

Paul Biln, the new Arena Programmer, was welcomed and introduced to the Board.

(Paul left the meeting at 7:32pm.)

2. AGENDA:

MOVED by Bill, and seconded, that the agenda be approved as presented. CARRIED

3. APPROVAL OF MINUTES OF OCTOBER 27TH, 2010 BOARD MEETING:

MOVED by Bill, and seconded, that the minutes of the October 27, 2010 Board Meeting be accepted as presented. CARRIED

4. BUSINESS ARISING FROM THE MINUTES: none

5. EXECUTIVE COMMITTEE REPORT:

Discussion item as listed:

Interviews for the Recreation Supervisor's position to take place November 25 and December 1.

MOVED by Kathleen, and seconded, that the minutes of the November 10th Executive Meeting be accepted as amended. CARRIED

6. CORRESPONDENCE:

A thank you note was received from Irene Ronnie for flowers received in celebration of her birthday. The invitations for good-bye parties for Manabu and Jody were shared with the Board.

7. Stretch Room Ventilation Update:

Ridge Sheet Metal has begun the specs for the new stretch room(s) ducting. Once completed, the unpleasant smell should no longer be present in the rooms. The work will be completed for \$4297.00 with the monies coming from budgeted funds.

It was reported that the mat cleaning protocol for the stretch rooms is forthcoming.



8. Board Information/ Bulletin Boards and *Artist in Residence* Updates:

A PowerPoint display of idea suggestions from Monica and Melina for the proposed Board bulletin board was presented. Board specific items of interest to patrons, like AGM nomination information, could be posted on the board. General suggestions included categorizing existing corkboards in the lobby for PB information, City of Vancouver information and centre programs. The lobby “tower” could be replaced with a welcome mural on the wall behind it. The former recognition wall could be used to display paginated brochure pages currently displayed on the “tower”. The tower could topple over causing injury and does block needed stroller parking. The Board collectively decided to proceed with the changes as presented.

Oscar briefly outlined the vetting process that he attended for the *Artist in Residence Program*. Three artists were short-listed for the KCC position: one is a portrait artist and former *National Film Board* videographer. This artist would have seniors speak on their life history – especially as it relates to Kerrisdale’s history, if applicable, and run this video for viewing in the KCC lobby area. The other two artists are mural and mosaic artists.

Discussion highlights:

- The Youth Room was suggested as another possible place for a mural.
- Fabric work could be displayed above the pool.

Oscar sought Board input for preferences regarding an artist. None were suggested. The final decision will be made November 29.

9. Nominating Committee Report/Update:

Three vacancies are present for new Board candidates at the upcoming February AGM. Rhiannon will dialogue with Keiko regarding readying the application copy for the front desk. The Nominating Committee will review Society By-Law requirements for Board applicants under nineteen years of age.

10. Christmas Party Committee Report/Update:

To date, ninety attendees are confirmed for the annual Christmas Party. Eleven guest tickets have been sold. *The Butler Did It* caterers will ready the food with this year’s theme *An Old Fashioned Christmas/Winter Wonderland*.

11. Recreation Supervisor’s Update:

Susan M. reported that interviews are upcoming for the Recreation Supervisor (as noted in item #5). Parties are planned for Manabu (November 25) and Jody (December 1). Extra staff will be on site for winter registration.

12. OTHER BUSINESS:

12.1 *Bright Nights* Tickets

The Society has purchased 250 tickets for this seasonal event at a cost of \$1200.00. The KCC “time” is Monday December 6 from 7:30-8:00pm.

13. FINANCE COMMITTEE REPORT:

Net assets are at \$1.6 million. This is an increase from last year's figure of \$1.5 million. Net income is slightly down from last year, in part due to monies forwarded to PB for the budgetary shortfall and the elimination of the Group 1 subsidy.

A discussion occurred regarding the wording on page 20, Item #6, of the Audited Financial Statements (as current in the Board Package and being presented at the February 2011 AGM) regarding the subsidy and how the Society is contributing to costs.

MOVED by Aaron, and seconded, that the Finance Committee minutes of November 10, 2010 be accepted as presented. CARRIED

MOVED by Aaron, and seconded, that the financial statements of September 30, 2010 be adopted as presented. CARRIED

14. AD HOC COMMITTEE REPORTS:

a) Olympic and Paralympic Committee Update

The inukshuk has arrived and is presently in storage in Burnaby. The plaque has also been delivered. Once the weather improves, arrangements will be made for the installation. An invitation has gone out to both a former torchbearer and Olympian to attend at the February 12, 2011 celebration. A media advisory and press package will be assembled and distributed.

b) Facilities Planning Committee Update:

A committee meeting took place last Thursday. The KCC gymnasium is due for a seismic upgrade, not a renovation.

15. STANDING COMMITTEE REPORTS:

a) Seniors' Council:

Irene reported that a *Health Fair* took place in November with freebies available. A recent book sale made \$100 in profits. Christmas cards are available for sale as made by the ladies of *Fun Crafts*. The Seniors are looking forward to two annual Christmas dinners. Over 100 guests are anticipated at both meals, with waitlists for both. The *Brock House Kerrisdale Bell Ringers* have a concert on December 5.

MOVED by Irene, and seconded, to accept the Seniors Council's minutes of November 8 as presented. CARRIED

b) Program Committee:

It was noted that centre maintenance is a PB responsibility.

Corrections as noted: The October committee minutes were approved before the *October* 2010 Board meeting and not the *September* 2010 Board meeting as recorded. Change month heading to November 2010.

(Susan M. and Jim Hall left the meeting at 8:31pm.)

MOVED by Bill to adjourn the meeting at 8:32pm.



16. In Camera: (8:35pm - 8:59pm)

MOVED by Bill, and seconded, that \$5000.00 be set-aside in a fund to contribute to the hiring of a contractor to help with a marketing campaign at the APG level. CARRIED

The next Board meeting is scheduled for January 26, 2011 at 7:30pm.

It was MOVED by Bill that the meeting be adjourned.

The meeting adjourned at 9:04pm.

UPCOMING MEETINGS OR EVENTS OF NOTE

Program Committee Meeting	January 5	7:00pm
Executive Committee Meeting	January 12	7:30pm
January Board packages distributed	January 19	by 3:00pm
Board Meeting	January 26	7:30pm
Olympic/Paralympics Committee Meeting	January	2011
AGM	February 16	2011