

Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 22 November 2017 at 7:00pm

MINUTES

Present: Kathleen Bigsby, (Chair), Robert Lockhart, David Eaton, Don Munton, Michael Tjaya, Humaira Akhtar, Daniel Conrad, Alex Cherkezoff, Keiko Honda, Morag Pansegrau, Oscar Bisnar, Melissa Woo, Arjan Grewal

Regrets: Duncan Ainslie, Fred Jay, Melina Hung, Anne Monahan, Hamza Kamal, Casey Crawford, Maegan Montemayor

Staff: Susan Mele, Bernard Lee

Recorder: Alison Verghese

1. Call to order and Welcome

The meeting was called to order at 7.01 pm

1.1 APPROVAL OF AGENDA

MOVED by Alex and seconded, that the Agenda be adopted as present. **CARRIED**

2. STANDING ITEMS

Maple Grove Pool Report 2017 – Bernard Lee

Bernard presented a brief overview of the Maple Grove Pool seasonal report, which was circulated by email to members prior to the meeting.

- **Admissions:** Maple Grove pool opened 99/100 days and overall attendance was up 28% on 2016. The weather was exceptional and attendance could have been higher except for poor air quality due to forest fires in the BC interior. As a result, some parents cancelled swimming lessons and requested a refund. Construction on Marine Drive for the second year, caused inconvenience for buses and cars.
- **Society sponsored events:** Three of the four "Music in the Park" and Maple Grove Day on July 23 went ahead and were well attended by approximately 300 people. Unfortunately, the same band that was cancelled last year due to rain was the same again this year. Patrons have requested if these events could be extended into August.
- **Improvements requested for 2018:**
 - a. Washroom cleanliness - requires a second cleaning in the afternoon
 - b. Equipment - request more balls for pool toys
 - c. Concession - can excess ice cream be sold at the centre so that it is stocked throughout the season

Bernard left the meeting at 7:13pm

Play Palace Report 2017 – Maegan Montemayor

The Play Palace report was circulated by email prior to the meeting. Susan spoke to the report and fielded questions on Maegan's behalf:

- the gross revenue was down 15% on 2016 and the lowest in the past 4 years. attendance was down and seems to be weather dependant. If Maple Grove pool does well, then the Play Palace seems to suffer. This summer saw much drier and warmer weather and may have contributed to the overall lower participation.

2.1 Commissioner's Report – Casey Crawford

Casey, regretfully could not attend the meeting but asked that any questions be emailed to him directly.

3. Items for Information (under the Consent Agenda) were circulated by emailed prior to the meeting.

4. MATTERS arising from the Minutes/Reports (Items removed from Consent Agenda)

4.1 Item 3.3 CEC minutes - November 8, 2017

- **Kerrisdale Contemporary Arts Lab:** Concern was raised that the complete process agreed upon by Exec/CEC in August 2017 was not mentioned in the minutes. Keiko confirmed that the minutes only outlined the first step of the multi-step process. Following discussions, it was suggested that the full process be recognised in these Board minutes as an addendum, as follows:
 - i) CEC identifies artists that meet certain programming needs.
 - ii) Senior staff then vets the artist who becomes an instructor "under KCCS contract".
 - iii) The Program committee reviews and approves the program.
- **Kerrisdale Seed Saver Club:**
 - Only two of the three approved trial workshops (ref: September 2016 Board minutes) were completed last year. The third was scheduled in February 2017 but did not go ahead. Keiko requested free space for the third trial Seed Saver workshop for February, 2018.
 - CEC did not provide a written report to the Board after the October 23, 2016 workshops. We need to evaluate whether these workshops had substantive community involvement. Participant information needs to be captured in order for us to confirm that people accessing the workshop are from this community. Keiko will provide these reports so we have some basis for judging how to move forward with future requests.
 - Members of a committee can only be appointed by the Board. The minutes need to reflect that Kathy was a guest and not an attendee.
- **Opera Zone:** Keiko to amend typos in the thank you card.

MOTION: Moved by Robert and seconded, that the CEC minutes be adopted as amended. **CARRIED**

4.2 Item 3.1 Board minutes - October 25, 2017

- **Commissioner's report:** Item 2, third bullet. **DCL** = Development Cost Levy.

MOTION: Moved by Melissa and seconded, that the Board minutes be adopted as amended. **CARRIED**

4.3 Item 3.4 Executive minutes - November 8, 2017

- **Youth Committee:** Item 5.14 (Alison to change to 5.15)
 - The rationale for why the Avalon Recovery Society was nominated as an example of a local charity by the Executives was clarified. It was recommended that Oscar reach out to Nicole Esrigar to confirm which charity was chosen. The Hospice Society, HOB Store and SOS Village were also mentioned as possible recipients.
- **Red Fox Program:** Item 5.12
 - Update: Don reported that Red Fox has not received their funding grant. We cannot proceed in terms of any actions on this program until further notice.

MOTION: Moved by Melissa and seconded, that the Executive minutes be adopted as amended. **CARRIED**

5. ITEMS FOR DECISION

5.1 Approve the Consent Agenda

MOTION: Moved by Morag and seconded that the consent agenda be approved minus Items 3.1, 3.3 and 3.4 as presented. **CARRIED**

5.2 Nominating Committee TOR – Robert

- The revised TOR has had the operational pieces removed as recommended last month. It's now simpler and closer to the original document.

- The Nominating committee have developed a guideline document for the process to assist each year's committee.
- The Nominating Committee TOR does not mention nominations from the floor but this is in the policy document.

MOTION: Moved by Michael and seconded to adopt the revised Nominating Committee TOR as presented.
CARRIED

5.3 Awards and Honours Policy – Don

Item 9 of the policy was previously called the Outstanding Staff Award. There was some concern over the word "Staff" being an ambiguous term and was recommended that it be changed to "**Outstanding Service Award**".

MOTION: Moved by Robert and seconded to adopt the revision to award title in Item 9 of Awards and Honours policy as presented. **CARRIED**

5.4 KCCS Bylaw changes – Robert

There were discussions and questions relating to the set of proposed bylaw amendments that were presented for review in the Board package:

- **Clause 15:** relates to **record keeping** and will be deleted as formal records are readily available online.
- **Clause 37:** relates to **access** to records with the exception of personnel information i.e., staff salaries, disciplinary action and membership records (names, address and birthdate). Any member of the Society may inspect these records but is subject to the provisions of the Personal Information Protection Act.
- **Clause 37:** will be re-worded. Note - the Society's Privacy Officer is our Accounting Manager.
- **Clause 45:** suggested change for Board minutes to be signed by the chair and the secretary to **the chair or the secretary**. Also, to change chairman to "chair".
- **Clause 55: Robert's Rules** has been removed and replaced with a new Board of Directors policy that would be reviewed on a regular basis. Although Robert's Rules will be removed from the bylaws, they will still form the basis of our policy on conducting meetings.
- The Board needs to approve the revised bylaws and post them 14 days prior to the AGM. The AGM will be run under our current bylaws.
- The Executive committee will develop the Board of Directors policy and include some of the recommendations as discussed. Kathleen asked that anyone with any other suggestions email her directly. This item will come back to the Board in January.

6. ITEMS FOR DISCUSSION

6.1 Finance Monthly Reports (ending Sept 31, 2017) – Michael

- Overall, the Finance committee is happy with the net surplus results of the first month of the year
- Michael will advise Ali Mahdiyari of some formatting corrections with a couple of line items and remove the alphabet notations (AFGH) out of page 37, in the package.

MOTION: Moved by Alex and seconded to adopt the Sept Finance reports as amended. **CARRIED**

6.2 Socially responsible investing – Michael

Michael provided a comprehensive overview of his research on the pros and cons of socially responsible investing (SRI) for the Society in a 3-page presentation to the Board and fielded many questions.

- Even though it is a viable alternative for the Society, the final recommendation from the Finance committee was that the cons outweighed the pros. The costs will be higher / portfolio will be less diversified and we would not be aligned with our investment policy to invest in a generally approved index funds that follow the markets.
- SRIs are on the rise, but the options in Canada are still not as vast as in the US. Therefore, if we want access to excellent funds, we will need to purchase in US-dollars.

Daniel also conducted similar research and was not impressed with RBC's offerings or criteria. He went to

Vancity and noted that they have been investing in a number of SRIs since 1986. He highlighted that the popularity of the funds have grown, there were less risk in environmentally safe stocks, choices in corporations with ethical corporate governance etc. and that fossil fuels are contracting and natural energy companies rising.

- Daniel handed Michael a business card for him to follow up on and noted that investments in SRIs would be excellent PR for the Society to say they are socially responsible investors.

Michael will correct the typos in the first paragraph and change i.e., to e.g.

BREAK 8:31 pm - 8:48 pm

6.3 Seed Saver Workshop – Keiko

Discussions continued from Item 4.1 bullet #2 above, in regard the progress of the third seed saving workshop:

- A report dated November 17, 2017 that was prepared by Kathy McKay of the Seed Savers Club that was submitted by Keiko in the board package for review. It didn't report on the October 23, 2016 workshop.
- The rationale for the collection of data was explained and documented in the September 2016 Board minutes. We need to ensure that Village Vancouver (VV) complies with the criteria of our policy and mandate to receive "free rental" and that we can justify that these free events are serving the people of our community. This can only be determined through data collections and reports that are measurable.
- It was suggested that the task be made simple and that Keiko could ask Village Vancouver to generate a report from their data base. CEC could also create an attendance sheet for the participants to complete.
- The proposed date for 2018 workshop is flexible but has missed the deadline for the Winter Brochure.
- The Board will review this again after the last session.

6.4 W. Blvd Sidewalk upgrade

David gave a verbal overview and presented sketches on the sidewalk upgrade for information. On Nov. 18 David met with a sub-committee of the BMC made up of Daniel, Humaira and Duncan (Michael was absent) primarily to address the angularity of the new sidewalk.

At a meeting on Nov 21/17 attended by David and Humaira and 4 PB staff, it was decided to construct curves using concrete and rebar anchored into the existing sidewalk given the assurance of the construction rep that these would not crack with repetitive use.

The first phase of the upgrade will include removing a small section of concrete block wall at the east end of the ramp between two steel columns on the north side of the existing walkway. KCCS also requested that the large space at the base of the stairs to the centre be made good.

From our brainstorming meeting, possible improvements for 2018 were identified:

- With the removal of the existing concrete block wall noted above, an additional section of curved sidewalk will need to be added to the east
- Additional lighting along this pathway is essential as existing lighting is unsafe
- With so many existing trees, almost the entire ground plane is in shade and is very dry most of the growing season. The gardeners say that appropriate plant selection is very limited unless we get some irrigation. This must be remedied as we do not want plain soil or mud as part of the KCC entry experience
- Perhaps an 'Asian theme' -- a blend from many cultures -- could be explored through additions to the building or within the landscape to provide cohesiveness to the area.
- The vista to and presence of the Inukshuk in the landscape needs improvement, perhaps with additional paving
- This new look could include large rocks, possibly illuminated, with one used for CC signage and identification of the land we are located on

The Building Maintenance Committee (BMC) will be meeting early in the New Year to establish the next steps in this important (to the Centre) process, and may be looking for more Board involvement. We hope that our Neighbourhood Matching Grant application will be approved.

Susan left the meeting at 9:18 pm

In-camera Meeting: 9:18 pm to 9:58 pm

9. ADJOURNMENT

The meeting adjourned at 9:58 pm

NEXT MEETING: January, 24 2018 at 7:00 pm

UPCOMING MEETINGS AND EVENTS:

KCC Board & Staff Xmas Party	Wed 06 Dec - 6:30 pm
Program Committee	Wed 03 Jan – 7:00 pm
Seniors Council	Mon 08 Jan – 1:00 pm
Community Engagement	Wed 10 Jan – 6:00 pm
Finance Committee	Wed 10 Jan – 6:00 pm
Executive Committee	Wed 10 Jan – 7:30 pm

--

Park Board	Mon 15, 29 Jan 2018
------------	---------------------