

**Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 28 February 2018 at 7:00pm**

MINUTES

Present: Kathleen Bigsby, (Chair), Robert Lockhart, David Eaton, Michael Tjaya, Duncan Ainslie, Fred Jay, Daniel Conrad, Morag Pansegrau, Oscar Bisnar, Arjan Grewal, Anne Monahan, Melina Hung, Keiko Honda, Jumy Ogunsola, Kathy McKay

Regrets: Melissa Woo, Humaira Akhtar, Keith Stoner, Marie-Noelle Savoie

Commissioner: Casey Crawford

Staff: Susan Mele

Recorder: Alison Verghese

1. Call to order and Announcements

The meeting was called to order at 7:05 pm

1.1 Welcome to new Board members

Kathleen welcomed Kathy McKay, one of three new Board members elected this year.

1.2 APPROVAL OF AGENDA

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

2. STANDING ITEMS

2.1 Commissioner's Report – Casey Crawford

Casey apologised for the break in liaison representation over the past couple of months. This should be rectified soon with a more permanent appointee but he's happy to be back. He reported on and fielded questions on the January 29 and February 19 meetings that were not circulated:

- **Oakridge Open Houses and discussions.** The developers want to start construction in 2019 to build 2,300-2,400 units, housing 4-6K people with emphasis on 3-bedrooms for families. The project is moving quickly with an anticipated completion date in 4-6 years. A new Community Centre will also be built on site and the existing Seniors centre and library are being incorporated into the new 100,000 sq. ft. space, along with a Daycare and Youth facilities. There is a 9-acre park on top of the parkade and roof that will be accessible from street level via 41st and 45th Avenues. A new community centre association will operate the new facility and the existing Seniors Centre will continue to be run by the current association. This will be a new operating model, with two independent groups operating out of the one centre.
- **Marpole-Oakridge Community Centre's (MOCC) renovation** is still going ahead in planning, along with a full size outdoor pool. Two open houses have happened and a report will go back to PB in April with what was founded.
- **Douglas Park Playground renewal plans:** Casey confirmed that the majority of funding (\$480K) for the \$700,000 project was raised by the local community. This playground was identified in 2015 as one of nine to receive capital funding (Clark, Guelph, Riverfront, Hinge, WC Shelley, Oxford, Major Matthews, Prospect Point, Douglas). A further seven are in the second round of funding (Ash, Beaconsfield, Champlain Heights, Charleson, Collingwood, Jones and Winona Parks). \$5 million was assigned to playgrounds in this past capital plan. The capital plan that is being developed this spring will identify the next playgrounds for renewal.
- **Kerrisdale Pool.** Was not discussed at the January 29 meeting but the current VanSplash report has the Kerrisdale Pool slated for reconstruction as a "community plus sized pool", which is something between Templeton/Byng and Hillcrest in size. It will be co-located at the current community centre or arena site.

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 3.2 Special Board Minutes of February 14: Correction under item 7 to strike out the first motion, moved by Morag. This was never a motion. Alison to remove this from the minutes.

5. ITEMS FOR DECISION

5.1 Approve the Consent Agenda

MOTION: Moved by Morag and seconded that the consent agenda be approved with Item 3.2 as amended.
CARRIED

Jumy arrived at the meeting at 7:30pm

5.2 Seniors Council Chair – Morag/Fred

The Seniors Council is an important sub-committee of the Board and for the past 20-years or so, we have made the chair of the Seniors' Council an appointed member of the Board. Although the chair of the Seniors' Council is elected for a two-year term, all appointments to the Board end at the AGM. Kathleen congratulated Anne.

MOTION: Moved by Robert and seconded to appoint the Seniors' Council chair, Anne Monahan to the Board of Directors. **CARRIED**

5.3 New Community Member – Melina

The Youth Committee will be planning to hold its first meeting on March 6 and wishes to have a full complement of members to kick start the year. Joshua Yoon, is a first year, UBC student and has been an active member of the Youth in Action program for the past two years. Described as enthusiastic and an active participant by Melina, Joshua took the initiative to sell candies to patrons during a youth function to help victims of the Fort McMurray fire. He worked with other youth members and raised a total of \$60 which was subsequently donated."

MOTION: Moved by Melina and seconded to appoint Joshua Yoon to the Youth Committee as a Community member. **CARRIED**

6. ITEMS FOR DISCUSSION

6.1 Finance Monthly Reports (ending December 2017) – Michael

- December performed better than the previous two months with a surplus of \$34,172 but is down by approx. \$50K same time last year.
- Revenue is up in the Children's and Seniors' programs. Costs for children's programs have dropped.
- Under performing programs: Youth, Aerobics and Ice Skating. Lee Tarrant will look into the aerobics program and report back to the Finance committee.
- Ice skating: There are some discrepancies that need investigating as costs are up and revenue is down. It appears that ActiveNet (AN) is deferring income through the Payment Operating System (POS); this is particularly evident with drop-in fees.

There are challenges to have the comparative revenue lined up, and Robert has asked Lee if the AN system can be modified to do this. The solution may be to move the deferred payments back to the actual season i.e., current revenues. This could be the same problem for aerobics and other drop-in programs. Lee is trying to work out the timing issue and why is it different from last year when AN was in use. There are some correlations with the discrepancies. This concern needs to come back to the Board next month if it isn't resolved and maybe a technical problem that needs to be referred to PB.

MOTION: Moved by Michael and seconded to adopt the December financial reports as presented. **CARRIED**

6.2 New Board Member Orientation & Board Binders – Robert

All Board Policies and Committee Terms of References documents are available on our website under **BOARD MANUAL** at: <http://www.kerrisdalecc.com/about-us/kerrisdale-community-centre-society/society-documents/>
Please let Alison know your preference to work with paper, go electronic or a combination of both for Board binders and Board packages, moving forward.

6.3 Board Committee Structure & Operations – Kathleen

Alison will send out a template for Committee preferences for the 2018-19 operational year from March to February. Everyone is asked to submit their first three choices for the Executive to evaluate and place, based on time of request, skills and experience. Each board member is expected to sit on two committees.

- Refer to the 2016-17 Annual Report to read up on what committees have achieved or the Board Committee Structure document for meeting times and number of Board members required to serve on each committee. Alison will send out the relevant documents.

6.4 Nomination Committee (NC) – Robert

Robert acknowledged his fellow committee members: Michael, Fred and Oscar who worked through a plan and successfully completed the all-important job of recruiting very talented people to join the KCCS Board.

- As a point of reference, Robert has asked Alison to set up a special directory where all the relevant documents can be found, so that future nominating committees can hit the ground running.
- The big improvement this year was moving the timeline forward 10 days, which allowed adequate time for almost everyone who put in an application, to be interviewed prior to the AGM.
- The NC is the only committee that is appointed by the President and approved by the Board, usually in October each year. The only restriction is if you're up for election, you are not eligible to serve on this committee.

6.5 BCRPA Conference Vancouver, April 30 to May 2 – Kathleen

The theme of this year's conference is "Creating Inclusive Spaces and Places".

- As the conference will be held at The Westin Bayshore in Vancouver, we are able to send more people because we don't have accommodation and travel expenses to cover.
- Alison will be seeking expressions of interests from staff and board members to catch the early bird registration cut off by March 8.

BREAK 7:57 pm - 8:10 pm

Susan left the meeting at 8:00 pm

In-camera Meeting: 8:10 pm to 9:01 pm

9. ADJOURNMENT

The meeting adjourned at 9:01 pm

NEXT MEETING: March 28, 2018 at 7:00 pm

UPCOMING MEETINGS AND EVENTS:

Program Committee	Wed 07 March - 7:00 pm	Finance Committee	Wed 14 March - 6:00 pm
Seniors Council	Mon 12 March- 1:00 pm	Executive Committee	Wed 14 March - 7:00 pm
Park Board	Mon 19 March 2018		

These minutes were approved by the Board of Directors.

SIGNED BY CHAIR OR SECRETARY _____ INITIALS _____