

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY 15TH JANUARY 2003 AT 7:30 P.M.**

Present: Bill Harris, chair; Rashid Ahmed, Onno Bakhoven, Jackie Barbosa, Susan Bell, Kathleen Bigsby, Christine Chipperfield, Katy Hughes, Vanessa Lam, Fazil Mihlar, Philip Riddell, Irene Ronnie, Carol Wiens Benny Wong.

Regrets: Hilary Cheung, Susan Ronalds, Sheila Stone,

Absent: Joyce Gordon, Laird Cruickshank, Michael Poettcker.

AGENDA:

Moved by Jackie Barbosa, seconded Carol Wiens that the Agenda be approved.
CARRIED.

MINUTES:

MOVED by Philip Riddell, seconded Onno Bakhoven that the minutes of 27th November 2002 be accepted. CARRIED.

FINANCE COMMITTEE REPORT: Benny Wong responded to statements for 30th November 2002.

MOVED by Benny Wong, seconded Christine Chipperfield that the Financial statements be accepted. CARRIED.

EXECUTIVE COMMITTEE REPORT:

Bill Harris reported that the final cheque for the Renovations had been paid to the Park Board.

Association Presidents: Had intended to run meetings to discuss the pros and cons of the Olympic bid, with one being held at the Kerrisdale Community Centre. However, as there were many such sessions taking place throughout the city it was recommended that we do not hold such a meeting.

Park Commissioner: We are pleased to announce that Allan DeGenova is, once again, our representative on the Park Board.

Strategic Plan: The meeting has been changed to 8th February 2003 due to not enough time to have all the information ready. Our apologies were extended to those members who had made specific arrangements to attend the 18th January meeting.

Executive Positions: Benny commented that members should be aware that executive positions are open to all board members.

Moved by Benny Wong, seconded by Philip Riddell that the Executive Report be accepted. CARRIED.

PROGRAM COMMITTEE REPORT: Katy Hughes responded to minutes of 7th January 2003

New Program Ideas

- Health Fair
- Philosopher Café - in conjunction with SFU
- Book Club ideas are being discussed with the library, as well as Internet courses.

Youth: The Youth room is back in full swing and the Friday night program is set up until 28th March.

Staff: The Society has been giving consideration to employing Susan Regan (Centre Programmer currently on maternity leave) on a contract basis as Research & Development Consultant to assist with new areas we would like to pursue. This would be a part time position of 24 hours per week, at \$21.35 per hour, plus benefits and paid for by the Society. The contract would be for a period of 6 months February to July 2003 and cost \$14,500. Kim Seguin, who was replacing Susan during her maternity leave, would remain in the Centre Programmer's position. Stew Jordan will supervise Susan's activities.

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MOVED by Benny Wong, seconded Katy Hughes that we hire Susan Regan as a part time employee for 24 hrs per week from 3rd February 2003 to 1st August 2003 at an hourly rate of \$21.35 plus benefits. CARRIED.

MOVED by Katy Hughes, seconded by Onno Bakhoven that the Program Report be accepted. CARRIED.

SENIORS' COUNCIL REPORT: Irene Ronnie responded to minutes of 4th December 2003.

Kitchen: There will be a slight increase in the cost of meals starting on 3rd March 2003. The lunch card will be promoted which will give members 10 meals for \$40, a saving of \$5.

Christmas Dinners: Both were very well attended, 206 meals served altogether.

Computers: Four new computers have been installed and classes will begin shortly.

Craft Room: Five new tables have been purchased.

Elections: Will be held on 6th February - five 2 years positions are to be filled.

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

PROMOTIONS & COMMUNICATIONS COMMITTEE REPORT: Philip Riddell responded to minutes of 28th October 2002.

Safe Injection Sites: An informational meeting will be scheduled in the next 2-3 months.

Name Tags for Board Members: Under consideration. Tabled for discussion.

MOVED by Philip Riddell, seconded Kathleen Bigsby that the Promotions & Communications report be accepted.

RENOVATIONS COMMITTEE REPORT:

An informal meeting was held on 10th December 2002 to discuss Phase 2 of our renovation project which had just been completed.

It was agreed that the renovation of the Lobby is an unqualified success. There is a welcoming atmosphere and a feeling of cohesiveness in the Centre; the lobby furniture and children's play area have received many compliments. The reception area is a great improvement and enables staff to monitor all areas.

The project was over budget caused by an initial low bid estimate and unexpected problems with gas lines, asbestos, sewer lines and location of existing vents.

The play area and further lobby furniture is being considered.

MOVED by Kathleen Bigsby, seconded Benny Wong that the Ad Hoc Renovations Committee be disbanded. CARRIED.

Bill Harris thanked the Renovations Committee for all the work they have done, from raising funds to the completion of the project.

Bill also thanked the Architects, Chernoff & Associates, for their involvement on both phases of the project.

GAMING COMMISSION:

Susan Bell reported that a new application for funds was sent on 17th December 2002.

NOMINATIONS COMMITTEE REPORT: Jackie Barbosa responded to minutes of 13th January 2003 distributed.

Nine 2 year positions and one 1 year position are available. Posters will be displayed around the Centre, including a Chinese translation. Application forms are available at the front desk.

An information meeting with potential new members will be held with Bill (not Stew) two weeks before the A.G.M.

Present board members Carol Wiens and Michael Poettcker will not be standing for re-election.

RECREATION SUPERVISOR:

Stew Jordan asked that board members refer any complaints to him, not to other staff.

MOVED by Susan Bell that the meeting adjourn.

Meeting adjourned at 9:00 p.m.

Recorded by Sheila Forster
15th January 2003.

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**MEETING OF THE BOARD OF DIRECTORS
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY 26TH FEBRUARY 2003.**

Present: Bill Harris, chair; Rashid Ahmed, Onno Bakhoven, Jackie Barbosa, Susan Bell, Kathleen Bigsby, Sabu George, Katy Hughes, Vanessa Lam, Lisa Larkin, Fazil Mihlar, Wayne Reid, Philip Riddell, Susan Ronalds, Irene Ronnie, Benny Wong. **Staff:** Stew Jordan, Dino Geremia, Susie Mele, Kim Seguin, Lee Tarrant,

Regrets: Hilary Cheung, Sheila Stone, Leo Wilson.

Absent: Laird Cruickshank

MINUTES: 12th February 2003.

Finance Committee Report: Page 1 Motion should read ... the Society maintain a balance of three months expenses (currently \$3,000) should read (currently \$300,000) ...

MOVED by Susan Bell, seconded Onno Bakhoven that the minutes of 12th February 2003 be accepted with above correction. CARRIED.

ELECTION OF OFFICERS:

MOVED by Kathleen Bigsby, seconded Fazil Mihlar that we maintain the current slate of officers until March 2003 meeting. CARRIED.

MOVED by Benny Wong, seconded Philip Riddell that appointment of committees be postponed until the March 2003 meeting. CARRIED.

There will be an orientation meeting for new board members, date to be announced.

Diane Murphy, Manager of Recreation Services, Queen Elizabeth District, congratulated new board members and thanked them for standing for election.

adjourned at 8:50 p.m.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY 12TH FEBRUARY 2003 AT 7:30 p.m.**

Present: Bill Harris chair; Rashid Ahmed, Onno Bakhoven Jackie Barbosa, Kathleen Bigsby, Christine Chipperfield, Katy Hughes, Hilary Cheung, Joyce Gordon, Vanessa Lam, Fazil Mihlar, Susan Ronalds, Irene Ronnie, Sheila Stone, Benny Wong. **Staff:** Stew Jordan.

Regrets: Susan Bell, Philip Riddell, Carol Wiens.

Absent: Laird Cruickshank, Michael Poettcker.

The meeting was called to order at 7:40 p.m.

AGENDA:

MOVED by Joyce Gordon, seconded Onno Bakhoven that the Agenda be approved.

CARRIED.

MINUTES:

MOVED by Irene Ronnie, seconded Fazil Mihlar that the minutes of 15th January 2003 be approved. CARRIED.

FINANCE COMMITTEE REPORT:

Benny Wong presented the Financial Statements as of 31st December 2002, the end of the first session. Program revenue is roughly \$9,000 over budget. The interest revenue shown will be adjusted. Total revenue is approximately \$10,000 over budget; expenses are under budget. Financial position is healthy.

MOVED by Benny Wong, seconded Vanessa Lam that the Financial Statements for the four month period ending 31st December 2002 be accepted. CARRIED.

The accountant has consulted with the auditor about the correct way to show the capital expenses for Phase II of the renovations.

MINUTES: 12th February 2003.

CORRECTED AT 26 FEB. 2003 MEETING

Finance Committee Report: Page 1 Motion should read ... the Society maintain a balance of three months expenses (currently \$3,000) should read (currently \$300,000) ...

MOVED by Susan Bell, seconded Onno Bakhoven that the minutes of 12th February 2003 be accepted with above correction. CARRIED.

EXECUTIVE COMMITTEE REPORT:

MOVED by Benny Wong, seconded Christine Chipperfield that the Kerrisdale Community Centre Society request the Recreation Software Renewal Taskforce that Kerrisdale be the pilot site for the proposed new recreation software CARRIED.

MOVED by Benny Wong, seconded Sheila Stone that the Executive Committee minutes of 5th February 2003 be accepted. CARRIED.

SENIORS' COUNCIL REPORT:

Irene Ronnie reported that the changes in cafeteria prices have been accepted and will go into effect 3rd March 2003.

The results of the election held at the Seniors' Annual General Meeting 6th February 2003 are attached.

MOVED by Irene Ronnie, seconded Hilary Cheung that the Board confirm the members of the Seniors' Council for 2003. CARRIED.

PROGRAM COMMITTEE REPORT:

MOVED by Katy Hughes, seconded Sheila Stone that the Program Committee minutes of 11th February 2003 meeting be accepted. CARRIED.

PROMOTIONS & COMMUNICATIONS COMMITTEE REPORT:

Fazil Mihlar reported on the Committee's plans for:

- a) a health fair and plans to get sponsorship to support estimated cost of \$6,000. The Board wishes to be clear that it does not wish to be associated with endorsing any products.
- b) getting quotes for the re-design of our website.
- c) purchasing a digital camera to take photos for promotional pages and for the website. MOVED by Fazil Mihlar, seconded Vanessa Lam that the Board approves spending up to \$1,200 to purchase a digital camera (min of 3 pixels) and the necessary accessories.
- d) bike month activities - this year we will work with BEST who will do the promotion.

MOVED by Fazil Mihlar, seconded Rashid Ahmed that the Promotion and Communication minutes of 10th February 2003 be accepted. CARRIED.

VOLUNTEER OF THE YEAR AWARD:

Bill Harris requested that Board members put nominations in his box by noon Saturday 22nd February. The nominee's biography and photo must be submitted to the Park Board by 6th March.

NOMINATIONS COMMITTEE REPORT:

Hilary Cheung reported that 6 applications have been received from non-incumbents. There will be an information meeting for these people on Tuesday evening, 18th February.

Bill Harris announced that he was standing down as President and from his elected position on the Board; this creates an additional vacancy on the Board.

RECREATION SUPERVISOR'S REPORT:

Stew Jordan reported that he expected to be vilified in Sunday's Courier as a result of an incident at the Centre 21st January. A member of the audience of the Olympic Bid Corporation's presentation in a rented room to promote Olympic Bid disturbed the meeting and was asked to leave. She persisted in passing out pamphlets in the meeting room and in the halls. Meeting organizers requested Centre staff to remove the person. The person requested that she be given a room and she was told to request one and she would be given one. The person has gone to the press with accusations of having been thrown out of the Centre.

MOVED by Benny Wong, seconded Fazil Mihlar that, in light of two of the Society's policies (1) to encourage all members of the community to use the Centre's facilities and participate in its programs, and (2) to treat all people with courtesy and respect at the Centre, that the Board reaffirm that the Centre's staff have the right to deny entry or remove from the Centre any person who, in the opinion of the Centre's staff, disturbs or interrupts the use and enjoyment of the Centre by others.
CARRIED.

Joyce Gordon would like the minutes to note that such a policy must be enacted with caution.

The Centre's staff found the Strategic Planning Session (8th February) to be valuable. Members of the Board who attended also reported that they had found the session worthwhile. A gift will be delivered to Peter Cook in appreciation of his services.

ASSOCIATION PRESIDENTS' MEETING: 6th February 2003.

Bill Harris reported on the briefing on the Olympic Bid given to the Presidents last week; one speaker commented that Greater Vancouver would be left with \$100,000,000 in infrastructure.

Hilary Cheung noted the potential for perhaps getting a rebuild of the Kerrisdale Arena through the Olympic bid, and recommended that the Society be proactive in pursuing this.

Board members were encouraged to vote in the 22nd February referendum.

OTHER BUSINESS: Benny Wong distributed the Courier "Best of Vancouver" nominations for Board members to complete and submit.

Meeting adjourned at 9:00 p.m.

SENIORS' COUNCIL:

Elected for a two year term: 2003/2004

Irene Ronnie	Chair
Vi Smyth	Monarch
Eleanor MacIntosh	Sunshine Lady
Rosalie Howden	Fun Crafts
Wendy Clark	Kitchen

Incumbents with one year remaining:

Steve Sothy	Finance
Bess Wayslow	Busy Bees
Lillian Embling	Coffee Bar
Marion Sutherland	Program

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY 26TH MARCH 2003**

Present: Bill Harris, Kathleen Bigsby chairs: Onno Bakhoven, Susan Bell, Laird Cruickshank, Sabu George, Katy Hughes, Vanessa Lam, Lisa Larkins, Fazil Mihar, Wayne Reid, Philip Riddell, Susan Ronalds, Irene Ronnie, Leo Wilson, Benny Wong.

Staff: : Stew Jordan, Doug Taylor **Park Board:** Allan DeGenova

Regrets: Jackie Barbosa, Hilary Cheung, Vanessa Lam, Sheila Stone. **Absent:** Rashid Ahmed.

AGENDA:

Moved by Irene Ronnie, seconded Wayne Reid that the Agenda be approved.
CARRIED.

Bill Harris introduced Commissioner Allan DeGenova, our representative on the Park Board, who swore in the following board members who were elected on 26th February 2003.

Onno Bakhoven, Susan Bell, Kathleen Bigsby, Sabu George, Katy Hughes, Lisa Larkins, Wayne Reid, Philip Riddell, Susan Ronalds, Leo Wilson.

Commissioner DeGenova, who is in his fourth year as our representative, welcomed the new Directors saying that he was very happy to be representing K.C.C. once again and that he is always available to help with our concerns.

MINUTES:

MOVED by Philip Riddell, seconded Susan Ronalds that minutes of 26th February 2003 be accepted. CARRIED.

CORRESPONDENCE:

A notice was circulated regarding meetings with the Mayor to discuss how the City should balance its operating budget. Members were asked to attend if possible.

FINANCE REPORT: Benny Wong responded to Financial Statements for the six months ending 28th February 2003.

The 6 month year to date figures show that revenue is ahead of budget, expenses lower than budget with net from operations \$49,000 ahead of budget. However Capital Purchases will increase in the future.

MOVED by Benny Wong, seconded Susan Bell that the Financial Statements for 26th February 2003 be accepted. CARRIED.

Minutes of Finance Committee meeting 24th March 2003.

Amortization: The cost of Phase 2 renovations is only partly covered by donations. Onno submitted an estimate of the amortization expenses showing a net effect of \$65,000 on the Society's bottom line. We can still expect the Society to show a very satisfactory surplus for the current year.

Collective Agreement: The union agreement expired on 1st January 2003 and some increases will be made. When the amount is decided upon we will then adjust wages for the KCCS staff.

Investments: Scotia McLeod has purchased strip coupons for \$13,700 for the Society. These will be due on 8th December 2008. The value at maturity will be \$17,900.

Office Furniture: A chair will be purchased for Norman Funk's office at a cost of up to \$300.

MOVED by Benny Wong, seconded Laird Cruickshank that the Finance Report be accepted. CARRIED.

ELECTION OF OFFICERS:

MOVED by Bill Harris, seconded Wayne Reid that Kathleen Bigsby be nominated for President for the year 2003-2004. No further nominations. DECLARED.

MOVED by Bill Harris, seconded Lisa Larkins, that Katy Hughes be nominated for Vice President for the year 2003-2004. No further nominations. DECLARED.

MOVED by Bill Harris, seconded Kathleen Bigsby that Susan Bell be nominated for Vice President for the year 2003-2004. No further nominations. DECLARED.

MOVED by Bill Harris, seconded Leo Wilson that Benny Wong be nominated for Treasurer for the year 2003-2004. No further nominations. DECLARED.

MOVED by Bill Harris, seconded Susan Bell that Susan Ronalds be nominated for Secretary for the year 2003-2004. No further nominations. DECLARED.

MOVED by Bill Harris, seconded Kathleen Bigsby that Philip Riddell be nominated as a Member at Large for the year 2003-2004. No further nominations. DECLARED.

APPOINTMENTS:

MOVED by Bill Harris, seconded Fazil Milhar that Susan Bell and Vanessa Lam be appointed as Board representatives to the Seniors' Council for the year 2003-2004 CARRIED.

At this point Kathleen Bigsby took over the chair.

EXECUTIVE COMMITTEE REPORT: Kathleen Bigsby responded to minutes of 13th February 2003.

1. Mission, Goals & Policies: Following the Strategic Plan meeting held recently changes were made and a draft was included in the package for board members. Kathleen discussed the changes and requested that members get back to her by 12 April with comments.

Also enclosed was a draft of a follow-up program to assign responsibility and assess whether we are meeting our goals. As we did not accomplish our goals of two years, ago we will now make a working plan for follow-up. Susan Bell will chair an ad hoc committee of the Executive to look after assignments and progress.

2. Joint Operating Agreement: Changes to the Joint Operating Agreement may have a major impact on how we operate. For information check: www.city.Vancouver.bc.ca/a_parks/joa.
3. Youth Week: A cheque for \$100 has been sent in support of this program. Board members are very welcome to attend.
4. B.C.R.P.A.: Annual Conference will be held in Vancouver 1,2,3 May 2003. Members are encouraged to attend sessions and workshops. It is an opportunity to meet people and find out what is going on at other centres. Members were asked to complete application forms and put in Kim Seguin's box by 28th March.
5. Kerrisdale Fun Centre: Doug Taylor, Arena Programmer made this presentation

During the dry floor season the arena has little or no programming Monday to Friday and generates little revenue. A proposal has been presented to the Executive and Park Board that the arena be transformed into a children's play area during this time. It will be a destination facility and something for the community at large. During the winter the equipment can be transferred to the Centre for use on the week ends.

The program will be in partnership with the Park Board with the equipment cost of \$60,000 shared equally by the Society and the Park Board. A financial analysis was presented showing that this sum will be repaid in 3 years. We will look into corporate sponsorship to underwrite costs.

Doug outlined the proposal in detail and answered questions regarding staffing, costs etc.

Program Committee have discussed this proposal and feel that if the Park Board is agreeable to the cost sharing then the Fun Centre should definitely be considered.

Benny Wong, Treasurer, reported that the KCCS would order the equipment and the Park Board will repay us.

MOVED by Benny Wong, seconded Susan Bell that the KCCS purchase the equipment for the Kerrisdale Fun Centre, the cost of \$60,000 to be jointly shared between the Park Board and the KCCS . CARRIED unanimously.

6. Corporate Sponsorship Policy: Susan Regan has submitted a draft proposal setting out guidelines for entering into corporate sponsorship agreements. This was discussed in detail and it was recommended that we approve this proposal in principal and send to the Promotions and Communications Committee for careful review and fine tuning.

MOVED by Wayne Reid, seconded Leo Wilson that the Board approve in principal the Corporate Sponsorship Policy with the proposal that it be sent to the Promotions & Communications Committee for fine tuning. CARRIED.

The Promotions & Communications Committee will check with Park Board sponsorship agreements.

Sabu George had some concerns regarding ethics and environmental aspects. Kathleen asked that he send these in writing to Philip Riddell, chair of the P&C Committee.

MOVED by Katy Hughes, seconded Susan Bell that the Executive Report be accepted. CARRIED.

COMMITTEES FOR 2003/2004:

These were finalized and the information booklet for members and staff will be sent out next week.

PROGRAM COMMITTEE REPORT: Minutes of 13th March 2003.

MOVED by Katy Hughes, seconded Bill Harris that the Program Committee Report be accepted. CARRIED.

SENIORS' COUNCIL REPORT: Irene Ronnie responded to minutes of 10th March 2003.

Irene reported that four members of the Seniors had passed away recently. They will be missed very much.

St. Patrick's Day luncheon was very well attended.

There will be an Easter Bonnet parade - everyone welcome.

Busy Bees continue to do very well.

Book Sale to be held in April. - Donations are welcomed.

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

PROMOTIONS & COMMUNICATIONS COMMITTEE: Philip Riddell responded to minutes of 3rd March 2003.

The Health Fair will be held on 6th and 7th June 2003. The auditorium and gym have been booked for these days. The committee is looking into obtaining corporate sponsorship.

MOVED by Philip Riddell, seconded Fazil Mihlar that the Promotions & Communications report be accepted. CARRIED.

RENTALS REPORT: Susan Ronalds responded to minutes of 22nd January and 19th February 2003.

The committee is in the process of re-vising the rental agreement so that it may be adapted for use on the computer. It will be presented to the Board for approval.

MOVED by Susan Ronalds, seconded Philip Riddell that the Rentals reports be accepted. CARRIED.

NOMINATIONS COMMITTEE REPORT:

MOVED by Bill Harris seconded Philip Riddell the Nominations report be accepted. CARRIED.

RECREATION SUPERVISOR'S REPORT: Stew Jordan.

Stew told new members that he was always available to help with any questions they may have. He reiterated that we have 5 excellent programmers, Dino Geremia, Kim Seguin, Susan Mele, Doug Taylor and Jennifer Takai and staff Lee Tarrant, Tony Wong and Susan Regan. Please make yourselves known to them.

VOLUNTEER OF THE YEAR AWARD: Katy Hughes, this year's recipient of the award, thanked the board for the nomination. Katy felt that this award by the Park Board recognizes and values the role of volunteers.

MOVED by Susan Bell that the meeting adjourn.

Meeting adjourned at 9:20 p.m.

Recorded by Sheila Forster
26th March 2003.,

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY 30th APRIL 2003**

Present: Kathleen Bigsby, chair; Rashid Ahmed Onno Bakhoven, Jackie Barbosa, Susan Bell, Hilary Cheung, Laird Cruickshank Sabu George, Bill Harris, Katy Hughes, Vanessa Lam, Lisa Larkins, Wayne Reid, Susan Ronalds, Irene Ronnie, Sheila Stone, Leo Wilson, Benny Wong.

Regrets: Fazil Mihlar, Philip Riddell. **Staff:** Stew Jordan, Dino Geremia.

AGENDA:

Additions: Appointment, Playground Report, Joint Operating Agreement, In Camera report.

MOVED by Hilary Cheung, seconded Bill Harris that the Agenda be approved with additions. CARRIED.

MINUTES:

MOVED by Wayne Reid, seconded Lisa Larkins that the minutes of 26th March 2003 be accepted. CARRIED.

BUSINESS ARISING:

MOVED by Katy Hughes, seconded Susan Bell that Irene Ronnie, chair Seniors' Council, be appointed to the Board of Directors for the year 2003-2004. CARRIED.

CORRESPONDENCE: Letters were circulated..

1. Volunteer Vancouver's 59th Annual Meeting 1st May 2003, Mike Harcourt speaker.
2. YMCA closure of their Women's Information Centre.
3. Letter from Kerrisdale family praising our programmes and activities.

FINANCE REPORT:

Benny Wong reported that we were doing very well. Year to Date net from operations is \$108,000 compared to the \$57,750 budgeted for this period.

MOVED by Leo Wilson, seconded Susan Ronalds that the Finance Report be accepted. CARRIED.

EXECUTIVE COMMITTEE REPORT: Kathleen Bigsby responded to minutes of 23rd April 2003.

1. Mission Goals and Policies: Distributed to members with the package.

MOVED by Susan Bell, seconded Katy Hughes that the Mission, Goals & Policies dated March 2003 be approved. CARRIED.

Volunteers were requested to join an ad hoc committee to assess whether we are meeting our goals.

It will be called the Visions Committee and chaired by Susan Bell.

MOVED by Susan Bell, seconded Susan Ronalds that the Board approve the striking of an ad hoc Visions Committee to assess our response to the Mission, Goals and Policies. CARRIED.

Onno Bakhoven, Sheila Stone, Sabu George, Bill Harris volunteered sit on the Visions Committee.

2. Corporate Sponsorship: A further review is needed and the final policy will be given to Board members in May 2003.

3. Lobby Furniture: Play Area.: Susan Ronalds circulated drawings which showed the play area to be very colourful, slightly raised from the floor and made of printed vinyl attached to a foam bed. The proposal was discussed in detail and it was recommended that we get some input from play school teachers as to its suitability and durability. An I Spy table is being considered.

Proposed new expenditures for the lobby:

Seating unit \$2,680

Additional display cases, boards and recycling container \$7,670

Play area furnishing \$14,000

Total: \$21,670 including taxes.

MOVED by Benny Wong, seconded Bill Harris that the Board approve an additional \$25,000 be added to the lobby budget. CARRIED.

Katy Hughes thanked the staff for their considerable input and help

MOVED by Benny Wong, seconded Bill Harris that the Executive Report be accepted. CARRIED.

PROGRAM COMMITTEE: Katy Hughes responded to minutes of 9th April 2003.

1. Summer Programs: A two week dancing/singing camp for Youth 7-13 yrs. There will be auditions for the program and a show at the end of the two weeks.

2. Family Saturday in the Gym will start on 25th May and continue throughout the summer.

MOVED by Jacquie Barbosa, seconded Lisa Larkins that the Program Report be accepted. CARRIED.

SENIORS' COUNCIL REPORT: Irene Ronnie responded to minutes of 14th April 2003.

A very successful Volunteer Tea was held in April and Irene thanked the staff for doing a wonderful job hosting this event.

MOVED by Irene Ronnie seconded Susan Bell that the Seniors' Council Report be accepted. CARRIED.

PROMOTIONS & COMMUNICATIONS COMMITTEE: Rashid Ahmed responded to minutes of 7th April 2003.

1. Corporate Sponsorship Policy: There has been good input from Board members and the final draft will be sent to the May board meeting for approval.

2. Bike Month: BEST is largely responsible for promoting this event which will be held in June.

3. Health Fair: 6th and 7th June . The focus will be on providing information on healthy living and in doing so we will promote our various programs and activities. We are hoping to have a sponsor for this event.

4. Web Site: We are considering designing a more functional site and all staff need to take a look at this and form an opinion.

MOVED by Rashid Ahmed, seconded Vanessa Lam that the Promotions & Communications Report be accepted. CARRIED.

RENTALS COMMITTEE REPORT: Susan Ronalds reported on meeting of 26th March 2003.

Still working on the new rental agreement.

PLAY GROUND LIAISON: Susan Ronalds reported.

Susan Ronalds attended the Playground and Safety Awareness workshop at the recent BCRPA conference. Susan learned a lot and found it very informative which will be helpful in her position as chair of our Playground Liaison Committee.

YOUTH COMMITTEE: Dino Geremia reported

A preliminary meeting was held today to discuss the role of the committee and the principles of youth work. We have a very diverse population with varying needs.

Youth Week: A mural will be created to brighten up and decorate the Youth Room

Friday Nights: have become a hub of activity in the centre for youth and children participating in

activities focused on both fun and leadership development.

In future regular meetings be held to deal with the current issues faced by youth today.

At the April 28th 2003 Park Board meeting at Van Dusen Gardens Benny noted the Youth presentation the Park Board is outlining what youth (14-17) would like.

RECREATION SUPERVISOR'S REPORT:

Stew Jordan gave new members some background of the workings of the Centre which is the busiest in Vancouver and runs twice as many programmes as other centres. We have excellent programmers who handle this workload very well.

Stew reported that a landscape architect has been retained to upgrade Quilchena Park.

Issues in the community are dealt with by the Neighbourhood Integrated Services Committee and if any member has any concerns please contact Stew.

Susan Ronalds commented that she is very impressed with all our staff, finding them helpful, knowledgeable and enthusiastic.

OTHER BUSINESS:

1. The Kerrisdale Branch of the Vancouver Public Library is celebrating 60 years on Saturday 10th May. We will send flowers.
2. Art from Centre classes will be on display in the Seniors' Lounge from May 5th.
3. Joint Operating Agreement: Onno Bakhoven visited the web site and found that we had not received some of the information listed. Kathleen informed him that as this was a working committee we would not expect to receive all information, but are awaiting results of the committee's deliberations.

Meeting adjourned at 8:50 p.m.

In camera meeting followed and Stew Jordan and Dino Geremia were asked to leave.

Recorded by Sheila Forster
30th April 2003.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY 28th MAY 2003 AT 7:30 p.m.**

Present: Kathleen Bigsby, chair, Rashid Ahmed, Onno Bakhoven, Hilary Cheung, Laird Cruickshank, Sabu George, Bill Harris, Katy Hughes, Lisa Larkins, Fazil Mihlar, Vanessa Lam, Wayne Reid, Susan Ronalds, Irene Ronnie, Sheila Stone, Jackie Stuart, Benny Wong.
Regrets: Susan Bell, Philip Riddell, Leo Wilson. **Staff:** Stew Jordan, Kim Seguin.

Meeting called to order at 7:35 p.m.

AGENDA: Additions: Barbecue, Financing Growth.

MOVED by Bill Harris, seconded Hilary Cheung that the Agenda be approved with additions. CARRIED.

MINUTES:

MOVED by Wayne Reid, seconded Irene Ronnie that the minutes of 30th April 2003 be accepted. CARRIED.

Kathleen welcomed Kim Seguin to the meeting. Kim is a Centre Programmer responsible for preschooler and adult programming..

FINANCE REPORT: Benny Wong responded to statements for 31st May 2003..

We are in a strong financial position. Year to date net from operations is \$123,770. Summer registration on 31st May will increase this figure and we will then assess whether or not to invest additional funds in bonds.

MOVED by Benny Wong, seconded Bill Harris that the Financial Statement for 31st May 2003 be accepted. CARRIED.

Meeting of 22nd May 2003.

Credit Card Sales: Onno has questioned the large amount of Credit Card/Bank charges, which were high in April due to a large March registration. The Committee discussed this at length and will endeavour to obtain a reduction of the percentage charged by the bank.

Exercise Room: Dino Geremia reported that we can purchase a treadmill at a special price of \$8,000. Since we have to replace treadmills on a continuous basis Benny suggested that we purchase two treadmills if we could get them for \$15,000. The supplier agreed to a price of \$15,086 plus taxes for two treadmills and Dino was instructed to accept this offer.

Fun Palace: Stew reported that we are looking for partners in our Fun Palace operation, and negotiations are underway with the Royal Bank and McDonalds.

Gaming Application: Our latest application has been refused. With regard to the financial aspect Onno has drafted a reply in respect of the requirement that unrestricted cash and investment cannot be more than 50% of the previous years' operating expenses. We have to

show in the Society's balance sheet the amounts restricted or committed for specific purposes. The committee recommends that long term investment be internally restricted for not more than 3 years for to pay Group 1 wages, cost of programs and Seniors' Centre expenses.

MOVED by Onno Bakhoven, seconded Benny Wong that long term investments be internally restricted for specific purposes: \$125,000 for Group 1 wages, \$150,000 for program costs and \$75,000 for Seniors' Centre expenses, this to appear on the year end Financial Statements. CARRIED.

We will then reapply in September for gaming funds.

MOVED by Benny Wong, seconded Lisa Larkins that the Finance Report be accepted. CARRIED.

EXECUTIVE COMMITTEE REPORT: Katy Hughes responded to minutes of 21st May 2003.

Staffing: Sheila Forster, Board Secretary, will be retiring at the end of June. Katy expressed her regret at Sheila retiring and is sorry to see her leave. Sheila has been secretary during the many years Katy has been associated with the organization.

Susan Regan's contract as Research & Development Consultant finishes at the end of July and the Executive is looking at the possibility of combining Sheila's current duties with administrative support for Susan's replacement. Onno expressed concern regarding confidentiality if we do this.

MOVED by Katy Hughes, seconded Bill Harris that the Executive Report be accepted. CARRIED.

PROGRAM COMMITTEE REPORT: Katy Hughes responded to minutes of 14th May 2003.

Research: Susan Regan, Research & Development Consultant, attended the meeting to explain her position and what she was endeavouring to do for the Centre.

Membership Requirements: The committee proposed a motion (not carried) that membership fees for people taking golf lessons be waived, the reasoning being that people who sign up for golf, horse riding etc. do not actually set foot in the Centre, even though programs are advertised in the brochure. There have been complaints that clients do not use the Centre and should not pay the fee.

Onno stated that the Program Committee could not make such a motion and it was agreed that they would revisit the situation and recommend a new motion to be presented to the Executive Committee.

Stew, in the meantime, will look into the liability situation.

MOVED by Katy Hughes, seconded Susan Regan that the Program Report be accepted. CARRIED, with abstention by Onno Bakhoven.

PROMOTIONS & COMMUNICATIONS COMMITTEE: Hilary Cheung responded to meeting of 3rd. May 2003.

Name Tags: Hilary is making enquiries regarding name tags for board members to be worn at public events.

Health Fair: 6 and 7 June 2003 - Planning is proceeding on schedule.

Bike Month - June: Plans well underway.

Kerrisdale Days: – August 2003. Plans in preliminary stages. The Committee is looking at confirming the location for our booth - possibly the Royal Bank site.

MOVED by Wayne Reid, seconded Rashid Ahmed that the Promotions and Communication Report be accepted. CARRIED.

RENTALS COMMITTEE REPORT: Susan Ronalds responded to minutes of 29th April and 14th May 2003.

The final draft of the Rentals Agreement has been sent to Philip Riddell, Lawyer, to be reviewed.

MOVED by Fazil Mihlar, seconded Lisa Larkins that the Rentals Report be accepted. CARRIED.

YOUTH COMMITTEE REPORT: Minutes of 20th April 2003.

Dino Geremia gave a verbal report at the 30th April Board Meeting covering these minutes.

MOVED by Bill Harris, seconded Onno Bakhoven that the Youth Report be accepted.

SENIORS' COUNCIL REPORT: Irene Ronnie responded to minutes of 10th May 2003.

Irene reported that sweat shirts were being made with the Seniors' logo in place. Initial order is for 30 shirts in various sizes and weights.

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

RECREATION SUPERVISOR'S REPORT: Stew Jordan.

Stew commented that it was a pleasure to work with the Board and have such a good working relationship.

Fun Palace: This project is going forward very well and Doug Taylor is doing a superb job . The major equipment has been ordered and Doug is organizing the other floor activities, entertainment and food provision.

Karina Wai and Simon Miller have been hired as our leaders for this summer; both have extensive experience in the community and have been Daycamp Project Managers at Kerrisdale.

We are actively pursuing partnerships to help us offset our capital investment.

Parks: Quilchena will be upgraded with money from the Communities Amenities Contribution.

For the information of new members Kathleen explained that on obtaining a development permit developers pay a levy to support local amenities. The money for Quilchena Park was from the reconfigured Arbutus Gardens project.

Security: There have been some instances of theft in the centre recently and it is recommended that we instal motion cameras in the two change rooms and cubbies downstairs.

MOVED by Wayne Reid, seconded Sabu George that the Board approve the expenditure of \$4,000 for motion cameras in the above areas. CARRIED.

Also recommended that we instal monitor cameras in the halls and we will obtain quotes for these.

Barbeque: June 2003. Hilary Cheung, Lisa Larkins and Vanessa Lam volunteered to co-ordinate this event.

Financing Growth: Benny Wong will attend a meeting at the Park Board and report back to the Board..

Kathleen commented that the Britannia agreement with the Park Board was very interesting and worthy of exploration.

MOVED by Bill Harris that the meeting adjourn.

Meeting adjourned at 9:15 p.m.

Recorded by Sheila Forster
28th May 2003.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY 30th APRIL 2003**

Present: Kathleen Bigsby, chair; Rashid Ahmed Onno Bakhoven, Jackie Barbosa, Susan Bell, Hilary Cheung, Laird Cruickshank Sabu George, Bill Harris, Katy Hughes, Vanessa Lam, Lisa Larkins, Wayne Reid, Susan Ronalds, Irene Ronnie, Sheila Stone, Leo Wilson, Benny Wong.

Regrets: Fazil Mihlar, Philip Riddell. **Staff:** Stew Jordan, Dino Geremia.

AGENDA:

Additions: Appointment, Playground Report, Joint Operating Agreement, In Camera report.

MOVED by Hilary Cheung, seconded Bill Harris that the Agenda be approved with additions. CARRIED.

MINUTES:

MOVED by Wayne Reid, seconded Lisa Larkins that the minutes of 26th March 2003 be accepted. CARRIED.

BUSINESS ARISING:

MOVED by Katy Hughes, seconded Susan Bell that Irene Ronnie, chair Seniors' Council, be appointed to the Board of Directors for the year 2003-2004. CARRIED.

CORRESPONDENCE: Letters were circulated..

1. Volunteer Vancouver's 59th Annual Meeting 1st May 2003, Mike Harcourt speaker.
2. YMCA closure of their Women's Information Centre.
3. Letter from Kerrisdale family praising our programmes and activities.

FINANCE REPORT:

Benny Wong reported that we were doing very well. Year to Date net from operations is \$108,000 compared to the \$57,750 budgeted for this period.

MOVED by Leo Wilson, seconded Susan Ronalds that the Finance Report be accepted. CARRIED.

EXECUTIVE COMMITTEE REPORT: Kathleen Bigsby responded to minutes of 23rd April 2003.

1. Mission Goals and Policies: Distributed to members with the package.

MOVED by Susan Bell, seconded Katy Hughes that the Mission, Goals & Policies dated March 2003 be approved. CARRIED.

Volunteers were requested to join an ad hoc committee to assess whether we are meeting our goals.

It will be called the Visions Committee and chaired by Susan Bell.

MOVED by Susan Bell, seconded Susan Ronalds that the Board approve the striking of an ad hoc Visions Committee to assess our response to the Mission, Goals and Policies. CARRIED.

Onno Bakhoven, Sheila Stone, Sabu George, Bill Harris volunteered sit on the Visions Committee.

2. Corporate Sponsorship: A further review is needed and the final policy will be given to Board members in May 2003.

3. Lobby Furniture: Play Area.: Susan Ronalds circulated drawings which showed the play area to be very colourful, slightly raised from the floor and made of printed vinyl attached to a foam bed. The proposal was discussed in detail and it was recommended that we get some input from play school teachers as to its suitability and durability. An I Spy table is being considered.

Proposed new expenditures for the lobby:

Seating unit \$2,680

Additional display cases, boards and recycling container \$7,670

Play area furnishing \$14,000

Total: \$21,670 including taxes.

MOVED by Benny Wong, seconded Bill Harris that the Board approve an additional \$25,000 be added to the lobby budget. CARRIED.

Katy Hughes thanked the staff for their considerable input and help

MOVED by Benny Wong, seconded Bill Harris that the Executive Report be accepted. CARRIED.

PROGRAM COMMITTEE: Katy Hughes responded to minutes of 9th April 2003.

1. Summer Programs: A two week dancing/singing camp for Youth 7-13 yrs. There will be auditions for the program and a show at the end of the two weeks.

2. Family Saturday in the Gym will start on 25th May and continue throughout the summer.

MOVED by Jacquie Barbosa, seconded Lisa Larkins that the Program Report be accepted. CARRIED.

SENIORS' COUNCIL REPORT: Irene Ronnie responded to minutes of 14th April 2003.

A very successful Volunteer Tea was held in April and Irene thanked the staff for doing a wonderful job hosting this event.

MOVED by Irene Ronnie seconded Susan Bell that the Seniors' Council Report be accepted. CARRIED.

PROMOTIONS & COMMUNICATIONS COMMITTEE: Rashid Ahmed responded to minutes of 7th April 2003.

1. Corporate Sponsorship Policy: There has been good input from Board members and the final draft will be sent to the May board meeting for approval.

2. Bike Month: BEST is largely responsible for promoting this event which will be held in June.

3. Health Fair: 6th and 7th June. The focus will be on providing information on healthy living and in doing so we will promote our various programs and activities. We are hoping to have a sponsor for this event.

4. Web Site: We are considering designing a more functional site and all staff need to take a look at this and form an opinion.

MOVED by Rashid Ahmed, seconded Vanessa Lam that the Promotions & Communications Report be accepted. CARRIED.

RENTALS COMMITTEE REPORT: Susan Ronalds reported on meeting of 26th March 2003.

Still working on the new rental agreement.

PLAY GROUND LIAISON: Susan Ronalds reported.

Susan Ronalds attended the Playground and Safety Awareness workshop at the recent BCRPA conference. Susan learned a lot and found it very informative which will be helpful in her position as chair of our Playground Liaison Committee.

YOUTH COMMITTEE: Dino Geremia reported

A preliminary meeting was held today to discuss the role of the committee and the principles of youth work. We have a very diverse population with varying needs.

Youth Week: A mural will be created to brighten up and decorate the Youth Room

Friday Nights: have become a hub of activity in the centre for youth and children participating in

activities focused on both fun and leadership development.

In future regular meetings be held to deal with the current issues faced by youth today.

At the April 28th 2003 Park Board meeting at Van Dusen Gardens Benny noted the Youth presentation the Park Board is outlining what youth (14-17) would like.

RECREATION SUPERVISOR'S REPORT:

Stew Jordan gave new members some background of the workings of the Centre which is the busiest in Vancouver and runs twice as many programmes as other centres. We have excellent programmers who handle this workload very well.

Stew reported that a landscape architect has been retained to upgrade Quilchena Park.

Issues in the community are dealt with by the Neighbourhood Integrated Services Committee and if any member has any concerns please contact Stew.

Susan Ronalds commented that she is very impressed with all our staff, finding them helpful, knowledgeable and enthusiastic.

OTHER BUSINESS:

1. The Kerrisdale Branch of the Vancouver Public Library is celebrating 60 years on Saturday 10th May. We will send flowers.
2. Art from Centre classes will be on display in the Seniors' Lounge from May 5th.
3. Joint Operating Agreement: Onno Bakhoven visited the web site and found that we had not received some of the information listed. Kathleen informed him that as this was a working committee we would not expect to receive all information, but are awaiting results of the committee's deliberations.

Meeting adjourned at 8:50 p.m.

In camera meeting followed and Stew Jordan and Dino Geremia were asked to leave.

Recorded by Sheila Forster
30th April 2003.

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY 25TH JUNE 2003 AT 7:30 p.m.**

Present: Kathleen Bigsby, Chair; Onno Bakhoven, Susan Bell, Hilary Cheung, Laird Cruickshank, Sabu George, Bill Harris, Katy Hughes, Vanessa Lam, Fazil Mihlar, Wayne Reid, Philip Riddell, Jackie Stuart, Susan Ronalds, Sheila Stone, Benny Wong. **Staff:** Susan Mele, Stew Jordan.
Regrets: Lisa Larkins, Irene Ronnie, Leo Wilson. **Absent:** Rashid Ahmed.

Call to Order at 7:30 p.m.

AGENDA: Additions: Correspondence, Gaming Report, ESS Committee, Board Training.
MOVED by Wayne Reid, seconded Susan Bell that the Agenda be approved with above additions. CARRIED.

MINUTES:

MOVED by Hilary Cheung, seconded Bill Harris that the minutes of 28th May 2003 be accepted. CARRIED

BUSINESS ARISING:

Play Palace: This venture in the Arena is now open Monday to Friday 9 a.m. to 5p.m. The initial attendance was small but is now on the rise and it is proving to be an enjoyable experience for the children. Daycamps will be attending during the summer. Sponsorship is being pursued with two possibilities.

Some of the equipment will be brought over to the Centre in September and will be available on Saturdays and Sundays from 11 a.m. for 7 hours. There appears to be a market for evening hours.

Security: We do not have a firm quote for the security cameras and as there is no Board meeting in July it will be up to the Executive to make a decision.

MOVED by Benny Wong, seconded Bill Harris that the Board authorize the Executive Committee to spend what is necessary for a new security system for the Centre. CARRIED.

Barbecue: Will be held on 30th July 2003. To date we do not have a venue. Anyone willing to hold this event are asked to call Hilary Cheung.

Correspondence: City Youth Committee meeting on Thursday 26th June 2003. An annual budget of \$173,000 has been allocated to the committee.

Gaming Funds: The application format has been changed and we cannot apply until 1st April 2004. In the meantime we need to change some of our Bylaws and will do this at the A.G.M. in February 2004.

FINANCE REPORT: Benny Wong responded to financial statements ending 30th May 2003 and Finance Committee minutes of 17th May 2003.

We continue to produce a surplus. However, we had large capital expenses for May, in particular for the Play Palace, and show a small deficit for this month.

Net from Operations is over budget of and we will spend more of amount budgeted on Capital Purchases.

Benny will look into the inconsistency in the reporting of the Arena Play Palace capital expenses.

MOVED by Benny Wong, seconded Bill Harris that the Financial Statement for 30th May 2003 be accepted. CARRIED.

As further capital expenses will be made for the exercise room, Play Palace and the lobby play area it was decided not to invest additional funds in bonds.

To date the Park Board has charged \$4,000 to the Play Palace for wages which is part of the \$60,000 cost of the project. We will pay \$2,000 as our share.

MOVED by Benny Wong, seconded Bill Harris that the Finance Report be accepted. CARRIED.

EXECUTIVE REPORT: Kathleen Bigsby responded to minutes of 18th June 2003.

Recware: Safari is the new generation of recware and the Park Board will carry out a pilot project at three sites beginning in October 2003. Park Board central booking system. Grandview Trout Lake and Kerrisdale Community Centres have been proposed. We requested that Kerrisdale be part of the pilot to ensure that the system meets our requirements.

Safari is fully integrated system with all functions applicable from a single application, a great improvement over the one presently in use. This system will enable us to take web registration and create a membership data base, which we need.

Costs: Park Board will pay 40% of the software costs, the rest will be shared by the 21 Associations. Kerrisdale will pay \$19,000. Park Board will pay 40% of the hardware costs and Kerrisdale's cost will be \$5,000 - \$6.00 for new cash drawers and printers.

Electronic transfer payment would be \$35 per day or weekly \$5.

An Ad Hoc committee will be struck to liaise with the Park Board. Members: Rashid Ahmed, Fazil Mihlar, Doug Taylor, Lee Tarrant and Kathleen Bigsby.

MOVED by Susan Bell, seconded Wayne Reid that the Board of Directors approve that Kerrisdale Community Centre Society join the Park Board Safari Pilot Project

2003-2004 and purchase the software and hardware up front CARRIED.

MOVED BY Philip Riddell, seconded Susan Bell that the Executive Report be accepted. CARRIED.

PROGRAM COMMITTEE REPORT: Minutes of 11th June 2003.

MOVED BY Katy Hughes, seconded Philip Riddell that the Program Report be accepted. CARRIED.

SENIORS' COUNCIL REPORT: Vanessa Lam responded to minutes of 9th June 2003.

A.S.K. Are negotiating with several sources and hope to find a new location soon.

MOVED by Vanessa Lam, seconded Susan Bell that the Seniors' Council Report be accepted. CARRIED.

PROMOTIONS & COMMUNICATIONS COMMITTEE REPORT: Minutes of 2nd June 2003.

Philip Riddell made an urgent request for staffing for Kerrisdale Days 22 and 23 August 2003.

MOVED by Philip Riddell, seconded Bill Harris that the Promotions & Communications report be accepted. CARRIED.

POOL COMMITTEE REPORT: Onno Bakhoven responded to minutes of 30th May 2003.

Onno is concerned that the pool does not compare favourably with pools in the neighbourhood and wonders what could be done to make it more exciting.

MOVED by Onno Bakhoven, seconded Susan Ronalds that an ad hoc committee be struck to establish what features should be added to the Kerrisdale pool to bring the facility up to the contemporary standards. CARRIED.

The Park Board's Aquatic Task Force Review sets out the Park Board's plans for city pools over the next decade. Board members should come to the August meeting with suggestions on how to enhance the pool.

Onno will draft terms of reference for the ad hoc committee for the Executive to consider prior to its August meeting.

MOVED by Onno Bakhoven, seconded Bill Harris that the Pool Report be accepted. CARRIED.

STRATEGIC PLAN:

The revised Goals and Strategies document was distributed showing committee assignments. Susan will be happy to attend individual committee meetings to discuss them if they so wish.

Benny will be asking committees for their budgets for 2003/2004 shortly and these should reflect the cost of carrying out their particular assignments.

MEMBER BENEFITS PROGRAM:

This is a program for community businesses to be a partner with the KCC and market their business through this membership. Details of this program were distributed to the Board.. They include many benefits such as the opportunity to participate in give aways and prize draws for complementary tickets to such events as Ghost Train and Bright Nights in Stanley Park.

MOVED BY Benny Wong, seconded Bill Harris that the Executive be authorized to purchase tickets for the Ghost Train and Bright Nights in Stanley Park as part of our Member Benefits Program. CARRIED.

RECREATION SUPERVISOR: The written report was received.

BOARD TRAINING:

Kathleen reported that the Community Centre Association Presidents would be arranging a joint Boot Camp for Board Members in the fall. This could be either one day or two half days and would be tailored specifically to community centre boards. Members preferred the one day option. Many members indicated their interest in attending.

E.S.S. COMMITTEE: Wayne Reid responded to meeting of 3rd June 2003.

Kerrisdale Community Centre is designated to provide shelter, food, medical services etc. in the case of an emergency.

Wayne reported that volunteers are needed who could take supervisory roles. Members need to be trained in first aid and should live within walking distance of the Centre.

Stew reported that the staff are trained , but do need citizen's help Stew, Susan and Kim are the designated staff.

It was recommended that we obtain a list of training opportunities and costs.

Moved by Benny Wong that the meeting adjourn.

Meeting adjourned at 9:25 p.m.

Recorded by Sheila Forster 25th June 2003.

**MINUTES OF THE BOARD OF DIRECTORS
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY, 24TH SEPTEMBER 2003 AT 7:30PM**

Present: Kathleen Bigsby, Chair; Onno Bakhoven, Susan Duffy, Hilary Cheung, Bill Harris, Katy Hughes, Vanessa Lam, Fazil Mihlar, Wayne Reid, Philip Riddell, Jackie Stuart, Lisa Larkins, Irene Ronnie, Leo Wilson, Laird Cruickshank, Sabu George..

Staff: Stew Jordan, Doug Taylor.

Regrets: Benny Wong, Sheila Stone, Susan Ronalds, Rashid Ahmed.

Call to order at 7:30p.m.

AGENDA: Joint Operating Agreement (JOA) Task Force Discussion paper, CPR Letter, Executive Reports, Standing Committee Reports (Program, Promotions & Communications), Strategic Plan Update, Recreation Supervisor, Other Business. MOVED Susan Duffy, seconded Bill Harris, that the agenda be approved as presented. CARRIED.

MINUTES:

MOVED by Phil Riddell, seconded Irene Ronnie that the minutes of 27th August 2003 be accepted. CARRIED.

BUSINESS ARISING:

Nothing brought forward for discussion.

JOINT OPERATING AGREEMENT (JOA) TASK FORCE discussion paper

In the discussion of the paper from the Task Group, the following points were made:

- Document requires clarification and defining.
- Parks Board must recognize communities within the City are not all the same, constantly changing.
- Sabu suggested doing a draft on KCC however, each Community Centre is different and this draft could take too much time.
- Fazil suggests the wording of the document is in desperate need of being rewritten, that the language used is not correct.
- Susan Bell Duffy advises it's taken 2 years to get this JOA report to this stage, and wonders how long will it take to complete.
- Hilary, Katy & Sabu on JOA Task Force Committee. Katy needs to have a response in short order.
- Generally all board members unhappy with what has been produced on this document at this time.

MOVED by Bill Harris, seconded by Wayne Reid, that a summary of our discussion be sent to the JOA Task Force. CARRIED

Brief Break - 8:45 - 8:55 p.m.

Katy Hughes advised that Amy has returned from a lengthy illness and we are delighted she has recovered and is back at the Centre. Amy's trays of goodies at Board Meetings are very much appreciated.

CORRESPONDENCE

A letter from the CPR re: The future of the tracks running through Kerrisdale was distributed for information.

FINANCE REPORT

Onno raised question about casino license. Board feels we will not qualify for funding.

EXECUTIVE REPORT

Leo Wilson will be attending, the Park Board meeting to discuss Quilchena Park re-development - date not yet confirmed.

Kathleen advised that allocation of duties to Shelley Frost, will be directed through Stew Jordan via consultation with Kathleen Bigsby.

MOVED by Phil Riddell, seconded by Susan Bell Duffy that the Executive Report of September 17th, 2003 be accepted. CARRIED

PROGRAM COMMITTEE REPORT

Vanessa reported on feedback on new Lobby, very bright and airy, staff welcoming and very helpful. Programs are very good.

MOVED by Hilary Cheung, seconded by Onno Bakhoven that the Program Report be accepted. CARRIED

SENIOR'S COUNCIL

There is a need for more "Junior" senior members, 55 - 75, both men and women

MOVED by Irene Ronnie, seconded by Susan Bell Duffy that the Senior's Council Report be accepted. CARRIED

COMMUNICATIONS AND PROMOTIONS COMMITTEE

Designer for the website has been chosen as of September 24th, 2003.

MOVED by Phil Riddell, seconded by Sabu George that the Communications and Promotions Report be accepted. CARRIED

STRATEGIC PLAN REVIEW

This was postponed until the October meeting.

RECREATION SUPERVISOR

Stew advises security cameras are working, all installations will be completed shortly.

OTHER BUSINESS

Board Member Boot Camp: This will be held Saturday, November 15. Board Members are encouraged to attend.

Board - Staff Christmas Party - This will be held Thursday, December 4th, 2003. Volunteers required to organize.

Bill Harris, Wayne Reid, Jacquie Munro volunteered to coordinate this event.

MOVED by Katy Hughes that the meeting adjourn.

Meeting adjourned at 9:15 p.m.

Recorded by Jacquie Munro 24th September 2003

**MINUTES OF THE BOARD OF DIRECTORS
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY 29TH OCTOBER 2003 AT 7:30 PM**

Present: Susan Duffy (chair), Bill Harris, Katy Hughes, Laird Cruikshank, Sabu George, Onno Bakhoven, Lisa Larkins, Jackie Stuart, Susan Ronalds, Fazil Mihar, Benny Wong, Irene Ronnie, Vanessa Lam, Wayne Reid, Phillip Riddell, Leo Wilson

Staff: Stew Jordan.

Regrets: Rashid Ahmed, Kathleen Bigsby, Hilary Cheung

Called to order at 7:30 p.m. by Susan Duffy.

Welcome Jennifer Takai – Pool Programmer, to meeting.

A moment of silence was held in honor of Sheila Stone, who was tragically killed October 24, 2003.

AGENDA: Finance Report, Executive Report, Standing Committee Reports (program, Promotions & communications, Seniors, Youth Committee, Finance, Pool), Strategic Plan Update, Recreation Supervisor, Other Business. MOVED Bill Harris, seconded Phil Riddell, that the agenda be approved as presented. CARRIED.

MINUTES: MOVED by Wayne Reid, seconded Onno Bakhoven that the minutes of 24th September 2003 be accepted. CARRIED

BUSINESS ARISING:

Nothing brought forward for discussion.

FINANCE REPORT & COMMITTEE MINUTES

- Benny Wong advised that our Auditor has not finalized our yearend books as yet; there could be some changes.
- Discussion took place regarding the purchase of laptop for the Board Office, enabling Shelly Frost and Stew Jordan to do computer presentations when meeting with potential sponsors. Wayne asked if the cost were under \$4,000 would we then look at getting a projector. Cost of projectors in neighborhood of \$7-10,000. Bill Harris asked if the laptop would fall under the Parks Board IT policy. Benny explained, as it would not be connected to Parks Board, it would not be necessary to approach them. The laptop Benny is looking into costs less than Toshiba, which is what Parks Board standard.

MOVED by Benny Wong, Seconded by Bill Harris, that a laptop be purchased for use by Kerrisdale Community Centre employees. CARRIED

- Onno asked if the Board is going to apply for a Casino License again next year. Once the necessary changes are made to our by-laws and adopted at our AGM in February 2004, the Board will revisit the question of applying for gaming funds.
- Membership Renewal – Benny requested to view each membership card for the current year, prior to presenting the \$50.00 gift certificate.

MOVED by Benny Wong, seconded by Leo Wilson, that the Finance Report and Committee Minutes be accepted. CARRIED

EXECUTIVE REPORT

Item #8 – Building Committee –

MOVED by Phil Riddell, seconded by Wayne Reid that Bill Harris assumes the role and position of chair of the Building Committee. CARRIED.

MOVED by Bill Harris, seconded by Phil Riddell that the Executive Report of October 29th, 2003 be accepted. CARRIED.

PROGRAM COMMITTEE REPORT

Item #4 – Evaluation – Katy advised that evaluation comment forms for our patrons to complete will be available at front counter.

Susan Duffy suggested that course evaluations should be offered to our members.

Wayne Reid suggested that as our classes are full, no evaluation is necessary. He added that participation levels speak for themselves. Those classes with low enrollment should be given evaluation forms.

Onno requested clarification regarding online registration, which at this time is not available.

Onno brought to our attention a new law coming into effect January 1, 2004 regarding the sharing of personal information of class participants. Fazil advised this law pertained to the sale of personal information. Onno will check further into the matter to determine if any action is required on our behalf.

MOVED by Katy Hughes, seconded by Lisa Larkins that the Program Committee report be accepted. CARRIED.

SENIOR'S COUNCIL

Irene advised us that the service for Sheila Stone, would be Saturday, November 1, 2003, 1:00 p.m. at Kearney Funeral Home. Jacquie will make arrangements to send a floral arrangement from the Board.

Irene wanted to thank Steve Gillis who walked over and picked her up in a wheelchair on a couple of occasions so that she could continue to be active at the Seniors Centre during her recovery.

Upcoming Events Include;

October 30 – Hallowe'en Parade

November 6 – Golden Oldies Day – a kick off to Remembrance Day.

Book Sale – Next month

MOVED by Irene Ronnie, seconded by Vanessa Lam that the Senior's Council Report be accepted. CARRIED.

COMMUNICATIONS AND PROMITIONS COMMITTEE

A Web designer has been chosen. Minutes self-explanatory.

MOVED by Phil Riddell, seconded by Fazil Mihar that the Communications and Promotions Report be accepted. CARRIED.

YOUTH COMMITTEE REPORT

Leo advised of the Park Board meeting to be held November 3, at 7:00 p.m. regarding the proposed Quilchena Park concept including a skateboard park. Leo explained his presentation and the Board reiterated its agreement with a skateboard park in our area. . Fazil suggested Leo not get involved in mediation.

Benny advised the Youth Committee to approach the Board with ideas it has for youth funding.

MOVED by Leo Wilson, seconded by Phil Riddell that the Youth Committee Report be accepted. CARRIED.

POOL COMMITTEE

Onno circulated photos of various Community Centre swimming pools he toured recently. Onno concluded that the Kerrisdale Pool is not as bad as once thought, with easy access for seniors' although signage is very poor.

The question was raised as to whether the Society prepared to payout funds to enhance the pool facility. It was noted that the Society does not currently receive any of its revenue. In addition it was revealed that the pool actually runs a deficit.

Fazil suggested that the issues appear to be beautification and wondered if the Park Board would be prepared to sit down and discuss this.

Stew Jordan advised the Board that the Kerrisdale pool was build as an outdoor pool, in 1954, and was never designed for the demands currently being put on it. In approximately 10 years, the pool and roof will need to be replaced.

Jen Takai indicated that kids toys are always well received at the pool.

Jen Takai advised that Fall 2003 classes are full and that the Winter 2003/04 had a wait list for Tot Swim classes. A Tot pool would be great.

Vanessa Lam wondered if the use of Maple Grove pool eased pressure of classes. However the drawback here is that Maple Grove requires good weather.

MOVED by Onno Bakhoven, seconded by Lisa Larkins that the Pool Report be accepted. CARRIED.

STRATEGIC PLAN REVIEW

Updates from the Executive Committee, Promotions and Communications Committee, Seniors Council and Program Committee have been received.

Leo will email Youth Committee updates to Susan Duffy.

Benny advised Finance has lots going on, will provide for November meeting.

Onno will email Pool Committee updates to Susan Duffy.

Stew will forward responses for the Recreation Supervisor and Programmers.

As a result of the recent changes at the Arena and Doug Taylor's departure the Rink Committee has been given a pass for the time being.

PLAYGROUND

Susan Ronalds advised that Debra Barnes, Park Board landscape architect, is working with her on a playground design. Anyone with any items to be addressed should please let Susan know.

RECREATION SUPERVISOR

Stew advised that, Kerrisdale Night at the Ghost Train was hugely successful. The publicity was very good and he would strongly recommend that we arrange to do the Ghost Train night again next year.

Doug Taylor has gone to Central Booking downtown. A replacement candidate has not been easy to find. Darren Peterson from False Creek Community Centre will be joining Kerrisdale Community Centre in May 2004. In the meantime, a temporary position is

being posted October 30, 2003. This position is a split position between Kerrisdale and Kitsilano arenas. The Arena is in some turmoil at present, so Stew will be assisting there in the interim.

OTHER BUSINESS

Joint Operating Agreement - Bill Harris, Susan Duffy and Sabu George attended the meeting held by the JOA Task Force, which was basically a round table discussion. Minutes from this meeting will eventually be online. Suzanne Anton, a Parks Board Commissioner, was also in attendance. Our meeting produced different insight than those meetings held on the East side of the city.

Sabu requested copy of the letter sent by the KCC Board to the JOA Task Force be given to each board member. Jacquie will include a copy of the letter in our next Board package.

Boot Camp Reminder - registration forms are due in before November 1, 2003.

Christmas Party will now be held December 9, 2003.

MOVED by Bill Harris, seconded by Susan Ronald that the meeting adjourns.

Meeting adjourned at 9:10 p.m.

Recorded by Jacquie Munro 29th October, 2003

**MINUTES OF THE BOARD OF DIRECTORS
OF THE KERRISDALE COMMUNITY CENTRE SOCIETY
HELD ON WEDNESDAY 26th NOVEMBER 2003 AT 7:30 PM**

Present: Kathleen Bigsby, Chair, Susan Duffy, Bill Harris, Katy Hughes, Laird Cruikshank, Sabu George, Onno Bakhoven, Lisa Larkins, Jackie Stuart, Susan Ronalds, Rashid Ahmed, Irene Ronnie, Wayne Reid, Leo Wilson, Hilary Cheung

Staff: Stew Jordan, Kim Sequin

Regrets: Fazil Mihlar, Lisa Larkins, Benny Wong, Vanessa Lam, and Phillip Riddell

1. Called to order at 7:35 p.m. by Kathleen Bigsby

Welcome Peter Burch – Planner, Community Visions Team

2. **AGENDA:** MOVED Leo Wilson, seconded Susan Ronalds, that the agenda be approved as presented. CARRIED.

3. **MINUTES:** Onno Bakhoven reminded Board members to renew their KCC Membership. Onno indicated spelling of Carol Wiens' name to be corrected. MOVED Wayne Reid, seconded Onno Bakhoven that the minutes of October 29, 2003 be approved as corrected. CARRIED.

4. **BUSINESS ARISING:**
Nothing brought forward for discussion.

5. PRESENTATION (ARKS) – PETER BURCH

Newsletter will be coming out in early January inviting people to attend a Community Vision Program Fair for the ARKS (Arbutus Ridge/Kerrisdale/Shaghnessy) area, February 7 & 8, 2004 at KCC. There will be displays on housing, and transit. Community Groups will be invited to also have their displays at the Fair. Once this event is completed, workshops will take place from April – December to produce the many ideas that will form the completed vision for the community.

Peter provided copies of the Community Liaison Group information sheet and survey, which will be available to community members at the reception area. People can get involved by filling out the survey form and returning it to City Planning.

The Liaison Group meets and provides advice as to when to hold meetings. Liaison group ensures nothing is missed. The Strategies worksheets are integrated in the vision. Stew Jordan advised that KCC will provide necessary facilities for the fair and meetings. Any additional questions may be sent to, Peter directly, at – City Plans Division Community Visions Program (ARKS), 453 W. 12th Avenue, Vancouver, BC V5Y 1V4, Phone: 604-873-7486, or email peter_burch@city.vancouver.bc.ca

6. CORRESPONDENCE:

6.1 Piet Rutgers, Park Board Planning Dept re: Allocation of Arbutus Gardens Community Amenities Contribution Funds to KCC. Commissioner De Genova did not attend this Board Meeting as requested to provide clarification. A letter expressing the Board's concern will be written by Kathleen Bigsby to Commissioner De Genova.

6.2 Thank you notes from Carol Wiens and Kim Farrell were received and circulated to Board Members to read.

6.3 The Park Board sent a complimentary Bright Nights Family ticket, which is available to a board member. Jackie Stuart accepted the ticket.

7. FINANCE COMMITTEE REPORT

7.1 Onno advised that operating expenses are higher so far this year, and that there is concern with the Youth and Children's Programs.

Susan Duffy questioned whether or not credit card charges, were cause for the higher expenses due to Safari. Kim Seguin advised costs were not due to Safari.

MOVED Onno Bakhoven, seconded Bill Harris minutes of the Finance Committee be approved. CARRIED.

7.2 Auditors' Statement

Onno confirms all accounting is correct and in order for 2003. Gaming Commission has rejected our gaming license application due to our cash levels. This year, we are down due to Phase 2. In the coming year, we only have Phase 2 to deal with.

MOVED Onno Bakhoven, seconded Susan Duffy, that Auditors' Statement ended October 31, 2003 be approved. CARRIED.

8. EXECUTIVE COMMITTEE REPORT

8.1 Item #3 – Security System - Stew Jordan reported that the security system had provided clear images of the culprit in a recent theft at KCC. Wayne questioned if it would be advisable to have more equipment. Stew advised additional wiring has been strategically placed within the centre if and when additional cameras are required for security.

MOVED by Susan Duffy, seconded by Bill Harris, the Executive Report of November 19th, 2003 be accepted. CARRIED.

8.2 Charitable Donations Policy

Change the wording from "Mandate" to "Mission."

Hilary asked if there were procedures to accompany the policy. Stew Jordan & Susan Duffy both advised that this policy was defining who the Society would make donations too. Stew handles all donation requests that come into the Centre, bringing to the Executive Board those that fall within these guidelines.

Brief Break 8:25 – 8:30 p.m.

9. STANDING COMMITTEE REPORTS

9.1 Program Committee Report

Katy extended her thanks to Kim Seguin for compiling the information for the Program Committee's section of the Goals and Strategies Report.

MOVED by Katy Hughes, seconded by Hilary Cheung, the Program Committee minutes be accepted. CARRIED.

9.2 Seniors Council

Irene advised \$350.00 was raised for the Vancouver Poppy Fund this year through the 2 boxes placed in the Seniors Centre. This amount exceeds previous years' and Irene would like to gratefully thank all those who contributed.

Seniors flyer will be sent out to local shops and apartments in the Kerrisdale area, to let other seniors know what is offered at KCC Seniors Centre.

Book sale today and tomorrow – with lots of books!

MOVED by Irene Ronnie, seconded by Wayne Reid the Seniors Council Report be accepted. CARRIED.

9.3 Communications and Promotions Committee.

Bill Harris asked regarding parking. Hilary advised the Committee to get formal authorization to use Kerrisdale Parkade after hours for community centre members.

MOVED by Bill Harris, seconded by Hilary Cheung, the Communications and Promotions Report be accepted. CARRIED.

10. PLAYGROUND RENEWAL

The Playground Renewal Report is self-explanatory. Susan Ronalds noted that signage is poor in swimming pool area. Parents have difficulty accessing washrooms located at Seniors Centre. Stew Jordan advised that he will discuss changing the "exit only" door by the washrooms to a 2-way door at an upcoming Seniors Council meeting.

MOVED by Rashid Ahmed, seconded by Susan Duffy, the Playground Renewal Report be accepted. CARRIED.

11. STRATEGIC PLAN REVIEW

Updates from the Executive Committee, Promotions and Communications Committee, Seniors Council and Program Committee have been received. Leo will email Youth Committee updates to Susan Duffy. Susan would like to discuss updates at next Board Meeting. January 2004.

12. NOMINATION COMMITTEE

Thanks to Susan Ronalds, Onno Bakhoven, Leo Wilson and Rashid Ahmed who have accepted positions on the Nomination Committee. These four Board members will handle all aspects of nominations for the AGM.

13. BOOT CAMP WORKSHOP

Susan Duffy advised that everyone found the workshop very valuable, and a Report will be included in Board package for January 2004 meeting. Action items (19) - to be discussed at January 2004 Board meeting. Some suggested that practical information was missing in the course. Possibly we should send feedback to Volunteer Vancouver. Wayne Reid suggests a "Phase 2" would be great!

Thank you Kathleen, for organizing the workshop.

14. QUILCHENA PARK UPGRADE

Leo advises the Park Board has adopted the plan with the 1K oval track, skateboard park. First stage will be drainage, with completion of the upgrade in Spring 2004.

15. RECREATION SUPERVISOR'S REPORT

Stew advises that Susi Bando has accepted the temporary position as programmer at Kerrisdale & Kitsilano arenas.

Kim Seguin advises once KCC's new website is live, there will be a feature for password protected Board Minutes.

16. OTHER BUSINESS

16.1 Synthetic Turf Playing Fields – Carol Wiens forwarded an email to Susan Duffy requesting support for having a synthetic field in Kerrisdale. The Board did not have sufficient information to make a motion of support.

16.2 Christmas Party reminder - December 9, 2003. To date 75 attendees.

MOVED by Bill Harris, seconded by Susan Ronald, that the meeting adjourn.

Meeting adjourned at 9:10 p.m.

Recorded by Jacquie Munro 26th November, 2003