

MEETING OF THE BOARD OF DIRECTORS

of the Kerrisdale Community Centre Society (KCCS)

August 27, 2014, 7:30 p.m.

MINUTES

Present: Kathleen Bigsby (Chair), Robert Lockhart, Barb Mikulec, Ron Stromberg, Fred Jay, Bill Harris, Onno Bakhoven, Alexander Cherkezoff, Anita Fashler, Ali Cheung, Alison Verghese, Colin Booth, David Eaton, Mary Anne Davies

Staff: Erik Price

Regrets: Don Munton (absent), Donald Wong (absent), Gail Sparrow (absent), Keiko Honda (absent), Oscar Bisnar (regrets)

Recorder: Camille Schroenn

1. CALL TO ORDER AND APPROVAL OF AGENDA

The meeting was called to order at 7:35 p.m.

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

2. CORRESPONDENCE/ANNOUNCEMENTS

A card was received from Susan Mele thanking the KCCS board for all the support the board has shown her and also for the lovely flowers congratulating her on her appointment to the position as Recreation Supervisor at the KCCS.

3. APPROVAL OF MINUTES OF THE BOARD MEETING

WEDNESDAY, JUNE 25, 2014

Various small spelling and grammatical errors were corrected.

MOVED by Colin, and seconded, that the minutes be approved as amended.
CARRIED.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Executive Committee

- Under #6 Supervisor's Report, first bullet, change "Mary Anne" to "Leslie Bruce".
- Gail Sparrow has not attended any board meetings since her election as a director at the AGM on February 19, 2014.

MOVED by Robert, and seconded, that as she has been absent for the March, April, May, June, and August meetings of the Board of Directors without just excuse, Gail Sparrow be removed from the Board of

Directors of the Kerrisdale Community Centre Society effective
27 August 2014. CARRIED UNANIMOUSLY

4.2 Community Engagement Committee

There was no report from the committee.

4.3 Finance Committee (June 11, 2014)

Ali reviewed the Electronic Funds Transfer Policy with those present.

4.4 Finance Committee (August 13, 2014)

- Figures for the pre-school and children's programs are still low. Susan is working with Norm to prepare an analysis of expense and revenue figures for these programs for the past 3 years. This is expected in September.
- Summer day-camp revenues will be reported in August. Maybe September?

4.5 Policy Framework – Meal Subsidies

MOVED by Robert, and seconded, that a third clause be added to the KCCS Subsidy Policy (last revised April 2008); this clause will read as follows: The Kerrisdale Community Centre Society will pay up to 25% of the total amount budgeted each fiscal year for operating the Seniors' Centre Lunch Program. CARRIED UNANIMOUSLY

There has been a drop in the number of meals served on a monthly basis. Susan will prepare an analysis of these figures in the fall. It was suggested that we may need to adapt the lunch menu to suit changes in the demographics of the KCCS membership. We could possibly include more Asian menu choices.

4.6 Seismic Assessment – David

Submission to the City of Vancouver's Capital Plan:

Kathleen urged directors to attend one of the two City's open houses to provide input on our submission to the Capital Plan. The open houses will be held as follows:

- Thursday, August 28, 2014 from 3-7 p.m. at the Hillcrest Community Centre.
- Thursday, September 4, 2014 from 11 a.m. – 4 p.m. at the Vancouver Public Library.

Barb will attend the open house on August 28th.

George Strazich of CWMM Consulting Engineering will provide the seismic assessment report of the KCCS gymnasium by September 3rd in time for the City's open house on September 4th. David will distribute this report to all board members.

KCCS Barbecue: Anita will prepare a complete report for the board meeting on September 24, 2014. Kathleen thanked Anita for handling all the logistics for the barbecue. David thanked Kathleen for hosting the barbecue.

5. OTHER BUSINESS

5.1 Budget 2014/2015 - Ali

The budget for 2014/2015 included committees' budget proposals based on last year's actuals. The bank charge for the automatic payroll system was not included. The figure for this service (\$2,000 p.a.) will be included in "Total Credit Card/BankCharges" to bring the total to \$69,000.

Ali will provide all directors with a copy of the previous year's budget (2013/2014). It was noted that the Board would like to see the budget presented with previous year(s) as comparables.

MOVED by Ali, and seconded, to have the 2014/2015 budget approved.
CARRIED

5.2 EFT Management Policy - Ali

The Finance Committee reviewed a number of proposals for this service and decided on the HSBS proposal as the most suited to the KCCS's needs. A draft management policy was included in the board package. Signoff for payments will have to be done by Wednesdays at 5:00 p.m. in order to have the deposits in instructors' accounts by Friday. Individual cheques will be cut for special circumstances and for contractors hired on a one-time basis.

MOVED by Ali, and seconded, to have the EFT/Direct Deposit policy approved.
CARRIED.

6. RECREATION SUPERVISOR'S REPORT - ERIK

- Maggie Vasicek, program assistant III, special events and administrative duties, starts within the next few weeks until the end of December.
- Program assistant II interviews were held last Monday – waiting to hear back on results.
- A staff in-service workshop will be held in the multipurpose room on Sunday, August 31st, 5:00 – 9:00 p.m.
- A Zumba party will be held on Friday, September 5, 2014 from 5:30 – 7:30 p.m.
- The Kerrisdale Business Association (KBA) will host a movie in Elm Park on Friday, September 5th and another movie on Saturday,

September 6th. Erik will ask the KBA for posters to advertise these movies in the Centre.

- Youth volunteer orientation – September 6, 2014.
- The interactive brochure has received over 3,700 hits.
- The pool is currently closed for annual maintenance. It will reopen on Monday, September 15th.
- Summer daycamps (6-12 year olds) are planned in anticipation of continuing school strikes. The first week is fully booked.
- The end of season pool party was well attended.
- Wednesday, August 27th was the last day of Play Palace. Erik will request a report on the Play Palace for the Board Meeting on September 24th.
- The Antique Show is scheduled for the weekend of August 30/31st after which staff will prepare the rink for the fall/winter.
- The Maple Grove pool closes on September 1st.

Erik left the meeting at 8:36 p.m.

BREAK

7. IN CAMERA 8:49 P.M. TO 9:32 P.M.

8. ADJOURNMENT

MOVED by Robert, and seconded, that the meeting be adjourned. CARRIED.
The meeting was adjourned at 9:33 p.m.

UPCOMING EVENTS

Program CommitteeSeptember 3, 2014
Executive Committee September 10, 2014
Board Meeting September 24, 2014
Park Board Meetings..... September 15 and 29, 2014