

MEETING OF THE BOARD OF DIRECTORS

of the Kerrisdale Community Centre Society (KCCS)

September 24, 2014

MINUTES

Present: Kathleen Bigsby (Chair), Onno Bakhoven, Colin Booth, Fred Jay, Alexander Cherkezoff, Robert Lockhart, Alison Verghese, Mary Anne Davies, Barb Mikulec, Ali Cheung, Donald Wong, Oscar Bisnar
Staff: Kristi Douglas
Regrets: Anita Fashler, David Eaton, Ron Stromberg, Don Munton, Keiko Honda, Bill Harris (absent), Oscar Bisnar
Recorder: Camille Schroenn

1. CALL TO ORDER AND APPROVAL OF AGENDA

The meeting was called to order at 7:36 p.m.

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

2. CORRESPONDENCE/ANNOUNCEMENTS

There was no correspondence

3. APPROVAL OF MINUTES OF THE BOARD MEETING AUGUST 27, 2014.

MOVED by Fred and seconded, that the minutes be approved as presented.
CARRIED.

4. BUSINESS ARISING FROM THE MINUTES

4.1 Executive Committee

The Seismic Assessment: The report indicates that the KCC gymnasium is not structurally sound. This report has been sent to both the City and the Park Board. Camille will send the Seismic Assessment to all board members.

Administrative Assistant Position: The advertisement for the position of administrative assistant to the KCCS has been placed in the Courier. It is anticipated that the replacement for Camille will be in place by mid-October.

The Nomination Committee will be set at the board meeting on October 22nd. Camille will provide Kathleen with the names of directors who may be running for a new term.

4.2 Community Engagement

The Playbook has been nominated as one of the five best on-line magazines. An association that surveyed all on-line magazines sponsored this. Only 5 magazines were nominated.

Kerrisdale Playbook: 10 copies of the Playbook were published within the budget set by the committee for this purpose.

4.3 Finance Committee

- Society Credit Card: To date there have been no purchases to be monitored.
- Direct Deposit: Norm and Lee are still working through the implementation process.

4.4 Program Committee

Youth Fair: The response to the fair was very good (about 100 people). There were 15 tables presenting youth with volunteering opportunities. It was noted that most of the presenters were from the non-profit sector and that there was no representation from local business. Kristi will note this for consideration for next year's youth fair.

4.5 Rentals Committee,

The rentals committee recommended that rents be increased

MOVED by Colin, and seconded, that the center's room rentals be increased by 5% as from January 1, 2015. CARRIED.

4.6 Seniors' Council

- The Seniors' Council is very short of space to store book donations. Mary Anne will develop a proposal to bring to the board at their meeting in October.
- Volunteer, Felicidad Rulli, has died and the Seniors' Council has received a donation in her honour. This will be used to purchase a new coffee maker for the Seniors' Centre. A plaque will be erected to that effect.
- The puzzle table has been fixed and it appears to be very popular.

5. OTHER BUSINESS

5.1 Volunteer of the Year (VOR)

Barb, Alison and Anita met with Mary Anne to come up with a possible candidate for the Volunteer of the Year Award. The VOY committee recommended two ladies jointly: Bernie Percy and Mary.

The committee will prepare bios for both these candidates for submission to Kathleen before presenting to the next board meeting on October 22nd. In addition, the committee will give some thought as to the presentation of this award. The possibility of inviting the media to this event was discussed.

5.2 WIFI

Following the installation of WIFI by Shaw at the Kensington Community Centre the Park Board removed the connection at the centre and changed the locks on the doors. Shaw may apply to the CRCT regarding this issue. The KCCS will not proceed with the installation of WIFI until a decision has been received. Colin will follow up with Shaw.

5.3 Program Committee Terms of Reference

The Program Committee will provide an updated version of their Terms of Reference at the board meeting on October 22nd.

5.4 Draft Meeting Schedule 2015

The draft meeting schedule was amended: The Executive meeting, originally scheduled for Wednesday, November 11, 2015 will be moved to Tuesday, November 10, 2015.

MOVED by Robert, and seconded, that the meeting schedule be approved as amended. CARRIED.

5.5 KCCS Barbecue Report

The written report, provided by Anita, was reviewed.

6. RECREATION SUPERVISOR'S REPORT

- The Program Assistant III has been hired and has started hours. Maggie Vasicek will be working 14 hours per week until the end of December and will oversee birthday parties and special events.
- Three part-time Program Assistant II have been hired. Aileen Neale (who has been working as the daycamp manager), Lexine Atrill (from Douglas Park) and Krista Adams (who also works at the KCC front desk) – all have started their hours.
- Kristi and 41 staff attended an in-service workshop. Kristi received very positive feedback.
- Volunteer Fair. Over 100 people attended. Kristi received very positive feedback from presenting organizations.
- The pool is back up and running. Patrons have been most satisfied with the temperature of the water.

6.1 Day Camp Report

Daycamps: The daycamps were very successful. These camps both helped parents through a difficult time and brought in additional income to the KCCS.

Kristi reviewed the Summer Safaris Daycamp 2014 Report with those present. Six of the 8 weeks were completely booked (average of 67 children per week). Kristi thanked Aileen Neale for all her work with the camps this summer.

The following will be undertaken:

- Develop a training manual/resource binder for daycamp volunteers. Kristi will work with other community centres to pool ideas and systems for daycamps (the Daycamp Managers' meeting in May would be a good opportunity).
- Open up registration for the daycamps in the spring.
- Courtesy reminder phone calls to parents of children attending daycamps will continue.

Kathleen will speak with Trevor Bondreau regarding the possible media relations value of these daycamps.

Fred and Robert congratulated Kristi and the staff on doing such a fine job.

At 8:35 a.m. Aileen was introduced to the board members. It was suggested that it might be helpful to the children if the same camp leaders were used in following years. One of the benefits of the camps is that they help children who do not speak English to improve their language skills. No electronics are permitted in the camp.

Because of a lack of available space to increase the number of daycamps offered in the future the possibility of staggering the start and end times of the camps was discussed. Kristi will brainstorm ideas around increasing capacity.

Kristi left the meeting at 8:45 p.m.

BREAK 8:45 p.m. to 9:00 p.m.

7. IN CAMERA: 9:00 – 9:41 P.M.

8. ADJOURNMENT

The meeting adjourned at 9:42 p.m.

UPCOMING EVENTS

Program Committee.....	October 1, 2014
Executive Committee.....	October 8, 2014
Board Meeting.....	October 22, 2014
Park Board Meetings.....	October 27, 2014