

**Meeting of the Board of Directors
of the Kerrisdale Community Centre Society (KCCS)
Wednesday, November 26, 2014, 7:30 p.m.**

MINUTES

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

1. CALL TO ORDER AND APPROVAL OF AGENDA

The meeting was called to order at 7:30 p.m.

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

Noted: Fred requested that the motion he raised last month and which was not dealt with be included in the In-camera Board Meeting Agenda for January 2015.

Noted: Comments on the time allocation for agenda items were raised stating that 6 minutes to discuss 4.1 the Committee Goals were insufficient. The Chair agreed to split the updates to 3 or 4 committees and will continue with the remaining committees in January.

2. CORRESPONDENCE/ANNOUNCEMENTS

Kathleen announced that tonight was Camille Schroenn's last official call of duty at KCCS. She thanked her on behalf of the Board for her professional and excellent service of not quite two years, in which the Society had gone through some of the most tumultuous and arduous times.

3. APPROVAL OF MINUTES OF THE BOARD MEETING, Wednesday, October 22, 2014

Amendment: Note that Onno Bakhoven was not present at this meeting.

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

4. BUSINESS ARISING FROM THE MINUTES

Play Palace draft Agreement with Park Board

Robert is concerned that as we don't have a formal agreement in place and no action has been taken up by city staff to develop a draft agreement, that Park Board could just go ahead and purchase the equipment in January without our input. With this concern, the question arose as to what action we should take if this is going to happens?

- Lack of transparency regarding the urgent replacement of Play Palace equipment. It is not yet clear who is to pay the \$50k and if we are to contribute?
- Lack of consultation and agreement moving forward on the joint operations of the Play Palace.
- Lack of respect and participation in the 65th Anniversary celebrations of the Arena.

The newly elected Park Board Commissioners will be sworn in on Monday, December 1st and we are scheduled to meet with the new commissioner, second week in December. Kathleen will speak to the new Chair on the above issues involving the Park Board.

4.1 Committee Goals update

Arena and Pool

Based on the current objectives of this committee, points 1 and 3 were of particular concern to the Society. These are based on the following reasons:

- Current budget allocated for advertising/marketing “special events” has not been fully utilized
- KCC was completely left out of the celebration of the 65th Anniversary of the Arena. The Arena was built by community subscription and was initially owned and operated by the society for over 10 years.
- We need to increase the number of board members on the committee and they need to take a more pro-active approach in promoting the Arena’s operations and programming sides. In particular, Play Palace and Skating programs.

Kathleen will write a letter to Grant, expressing her disappointment in not being invited to the 65th Anniversary celebrations.

Kathleen will draft a letter to Parks Board, Darren Peterson and Susie Hutchinson expressing her displeasure that KCCS were not asked to participate in the celebrations of the 65th Anniversary, considering we have money allocated for this kind of activity.

Building and Maintenance

Anita reported there haven’t been any meetings to date, except for the Seismic Assessment report that was taken on by David.

Kathleen stressed the role of this committee is to look after building deficiencies and ongoing maintenance and that it needs to meet more often. Clearly, this objective has not been met and the Chair should refer to the Terms of Reference and reactivate the committee.

Community Engagement

Alex highlighted one of the most successful outcomes of this committee lies in reference to the committee’s Community Concept; specifically to build local community capacity to assist publically funded local residents-led projects.

The committee has achieved very concrete projects, such as the “Creativity for Women” workshop that was funded by 2014 NSG (Neighbourhood Small Grants). Barb took part in this program and appreciated how the activities were good in broadening our perspective on community. Kathleen commended the committee for reaching different interest groups other than our traditional programming; this supports the Society’s goals.

Community Garden

The committee, now chaired by Anita following Alison’s resignation (in October), will revisit the Terms of Reference to move from an ad-hoc to a standing committee in order for it to:

- Take on a more active role in introducing educational programs to the community centre, such as worm and bee farming, for example.
- Apply for the Neighbourhood Matching Grant from Park Board next year
- This committee needs to review its goals and its current non-participation role at the Kerrisdale Community Garden that had been spared from CPR bulldozers this summer. The key event this year was the Summer Camp's visit to the Garden, facilitated by resident gardeners Linda Collins and Hazel Choy. Alison attended and took pictures.

4.2 Play Palace survey and fee increase motion tabled

MOVED by Barb, and seconded, that all fees and charges of the Play Palace be increased in 2015 by 5%. CARRIED.

- Price comparisons with Crash Crawley's (\$267) showed they offer more add-on (incl. pizza or hot dog and a drink) for party rentals, and Play Palace (\$90-\$110) was still considerably cheaper when it came to space rental
- It was accepted to raise all prices by 5% and the increase would not adversely impact admissions (including toddlers) and would offset the rise in wages and expenses over the past few years. The goal is to get more people through the doors, rather than just raise revenue, especially for private parties held during the weekend and weeknights.
- Public party revenues (weekdays 8am-5pm) go to the PB. Private party revenues (weekends and weeknights) go to the Society.
- Emphasis for increased marketing and advertising at the Arena were put forward and favoured, especially as there is a sizeable budget (\$4-5k) allocated to the Pool and Arena Committee for "special events" which is not utilized.
- There's a competitive issue at stake here. We could fund the Park Board staff to do things under our direction and not just leave them to do what's required to advertise the Play Palace under our watch. We are currently using 80% of the space.
- We have all the names of people on a database who have previously used the Play Palace for a private party and need to contact them for feedback.

4.3 Christmas Party Committee update

- The theme for this year's Christmas Party on December 10th, 2014 will be "Latin".
- As a departure from the normal party favours, we will be donating \$300 to a locally run women's recovery group in Kerrisdale. Bill and Anita will present a \$300 cheque next week to AVALON
- To compensate the lack of favours, Kristi has ordered more desserts and chocolate

4.4 By-law Amendments update

The following is the final update in the wording surrounding the Society's Constitution and By-laws that is in line with our investment policy:

Para 2(d). To borrow, raise, provide or otherwise secure funds in such manner as the Society may see fit, with the sanction of a special resolution, where the manner differs from the Board's Investment Policy. The members may, by special resolution, restrict the borrowing powers of the directors, but a restriction imposed expires at the next annual general meeting. The special resolution is a resolution of the Society's directors, which requires at least 75% of the votes cast by directors in favor in order to pass.

Para 34. The business of the Society shall be managed by the Directors in such manner as they shall think most expedient, and they may pay all expenses incurred in connection with the conduct of the affairs of the Society, and may appoint from the members such standing and special committees as they may deem expedient, and may exercise all such powers of the Society, as are not prohibited by the Society Act, and may execute funds or other security, whether upon all or any of the Society's real or personal property it may see fit, and sign, execute and deliver the same.

Para 35. The Directors may from time to time at their discretion raise or borrow, provide or otherwise secure any sum, or sums of money, for the purpose of the Society, subject to the provisions of the "Society Act", and may execute funds or other security, whether upon all or any of the Society's real or personal property it may see fit, and sign, execute and deliver the same.

Note: These changes modernize the wording of the original document and allow the board to borrow money. It keeps in place some of the safe guards and special resolution that the original movers were concerned about but still allows the Society the flexibility to borrow money, should it ever become necessary. Ali, who wasn't present at this meeting, did most of the work and is to be credited for her efforts. Alison to post changes to the Constitution and By-laws, in preparation for AGM

Motion was moved by Bill and seconded. CARRIED.

COMMITTEE UPDATES

Executive Committee

- Camille has sent the room usage report to Robert and David but there has been no results yet following this action.
- Concerns about maintaining our email list is to be kept moving forward. Spam Laws requires that people have to opt-in to be on our database so we need to be more proactive in regaining and retaining our numbers.

Finance Committee

Barb reported there are no concerns with the revised goals for Credit Card use, which Ali set up and is working well. The trial has been going for one-month and Norm has done a great job with the efficiency.

Motion to approve the Audited Financial Statement will be presented to the Board again in January with Ali's return, in case of any concerns. Kathleen has requested the board read the report diligently and ask questions or concerns from it then.

Program Committee

- Fred noted that dialogue with the Musqueam is ongoing, but nothing is happening yet.
- Building and Maintenance Committee need to pay attention to Item 5c, reported by Robert again on the state of cleanliness in the gym. Since bringing it to light on November 7th at the Program Committee meeting, it seemed that from this Monday, the floors were actually worse than ever. Anita to follow up.

Seniors' Council

- The herb garden project has been dropped for the second time. Betty believes it would be neither cost effective nor beneficial if it is designed for the kitchen alone.

- A new convection oven has been ordered and paid out from the equipment funds. Purchased locally, it should be installed before Christmas. The old one was over 20 years old and could not be replaced.
- The kitchen walls are still unwashed and timing for cleaning should be scheduled after 2pm when staff is not present. Building and Maintenance committee need to look at this issue and follow up with a solution.

Community Engagement

- Keiko put forward the possibility of installing LED lighting in the Elm Park during the Cherry Blossom Festival. Keiko has a park permit from Park Board and needs to follow up with the Recreational Supervisor for further advice and planning.

5. OTHER BUSINESS

5.1 Nominations Committee update

- Fred, appointed chair of the committee, has so far liaised with Kristi and Alison.
- The sandwich board sign advertising for new directors has been placed in the seniors' centre and a second sign to be ordered by Alison will be placed in the main reception once winter registration is over. Don will be back at approximately the same time.
- Fred to check his email for updates from Alison, confirm a slate of candidates, identify skills set on the board and plan orientation for potential new board members.
- Application packages are available online <http://www.kerrisdalecc.com> and at the front desk.

5.2 Annual Reports due for the AGM: January 2, 2015

Final, if not "draft" reports are due 6pm Friday January 2, 2015 and are to be emailed as per structured template to Alison at kerrisdaleccsociety@gmail.com

5.3 Board Development Workshop: January 31, 2015

This multi-centre, full day workshop with a capacity of 50 people will deliver a 3-hr standard session on board members responsibilities with afternoon breakout sessions on specific topics: strategic planning, succession planning; financial stewardship, and effective board meetings. Alison will meet with Kathleen to discuss registration planning, plus Kristi offered assistance in this capacity if required.

6. RECREATION SUPERVISOR'S REPORT

Kristi reported:

- This is her last board meeting as Susan is back next week, albeit on a part-time basis until she settles back into her full-time role
- Winter brochure is out and so too is the online "interactive brochure". The centre is anticipating capacity registration, beginning Friday December 5th, 2014.
- The centre is also anticipating a big turnout for Sports Day in Canada on Saturday, November 29th, that is sponsored by ParticipACTION.
- "Pop Up City Hall" will be coming to set up in the lobby of KCC on December 13th from 9am -2pm. This pilot project from City Hall hopes to directly improve its relations and service levels with local residents who may have trouble accessing in-person City services.

Copies of the budget and capital planning are just some of the information available on the day.

- The elevator has been down for the last week. It's extremely old and parts are rare. Many complaints have come in and people have been encouraged to call 311. Tony has tried to ask for a replacement from City. Librarian delivery books, parents with strollers and seniors are all suffering.
- The chairs in 015 are very old. Furnishings are our responsibility.

All applauded Kristi for doing a good job. Kristi left the meeting at 9:31p.m.

7. IN-CAMERA 9:32 p.m. – 9:55 p.m.

8. ADJOURNMENT

MOVED by Anita, and seconded, that the meeting be adjourned. CARRIED.

The meeting adjourned at 9:31 p.m.

Next meeting: January 28th, 2015

UPCOMING EVENTS

Program Committee	January 7 th , 2015
Executive Committee	January 14 th , 2015
Board Meeting	January 28 th , 2015
Park Board Meeting	December 1 st , 2014 (Inaugural, swearing in of new commissioners)
Park Board Meeting	December 15 th , 2014