

**Board of Directors Meeting  
of the  
Kerrisdale Community Centre Society (KCCS)  
Wednesday, 28 June 2017 at 7:00pm**

**MINUTES**

**Present:** Kathleen Bigsby, (Chair), Robert Lockhart, Humaira Akhtar, Daniel Conrad, Melissa Woo, Duncan Ainslie, Keiko Honda, Hamza Kamal, Oscar Bisnar, Bhavna Solecki  
**Regrets:** Don Munton, Anne Monahan, David Eaton, Melina Hung, Alex Cherkezoﬀ, Morag Pansegrau, Fred Jay, Arjan Grewal, Michael Tjaya, Casey Crawford  
**Staff:** Susan Mele  
**Recorder:** Alison Verghese

**1. Call to order and Welcome**

The meeting was called to order at 7:05 pm

- Bhavna arrived at 7:10 pm to address Kathleen's letter regarding her continuance on the Board. She apologised for not being able to fulfill her commitment and resigned from the Board. Kathleen thanked her for coming and she left the meeting immediately.

**1.1 APPROVAL OF AGENDA**

Additional item

Item 6.7 Proposed film series - Daniel

Item 6.8 General announcements - Chair

**MOVED** by Humaira and seconded, that the Agenda be adopted as amended. **CARRIED**

**2. STANDING ITEMS**

**2.1 Commissioner's Report** – Casey Crawford

There was no discussion as Casey was not present to address the May and June PB liaison reports.

**3. ITEMS FOR INFORMATION** (under the Consent Agenda) were circulated by email prior to the meeting.

**4. MATTERS arising from the Minutes/Reports (Items removed from Consent Agenda)**

Item 4.1 Item 3.7 Youth Committee Minutes of 2017-06-05

Melissa requested that the Youth committee minutes in the consent package be removed and replaced with the handout that was circulated at the meeting.

**MOVED** by Duncan and seconded to accept the Youth committee minutes as presented. **CARRIED**

**5. ITEMS FOR DECISION**

**5.1 Approve the Consent Agenda**

**MOVED** by Humaira and seconded, that the Consent Agenda be adopted, minus the Youth committee minutes as presented. **CARRIED**

**5.2 Approve letter to Park Board Chair requesting a meeting to discuss JOA**

There was a brief discussion of the draft letter that was circulated, to Michael Wiebe, PB Chair, to request a meeting to discuss the JOA. This directive came out of the June 20 community meetings with our members.

**MOVED** by Hamza and seconded to accept the content of the letter as presented. **CARRIED**

Kathleen will amend some minor details without changing the intent and asked that any further edits be emailed to her.

## **6. ITEMS FOR DISCUSSION**

### **6.1 Finance Reports and Committee Minutes - Robert**

The financial reports were circulated at the meeting and will be added to the agenda package. There was no further discussion other than a comment from Robert stating that we are having a good year.

### **6.2 Update on discussion with Park Board re: May 17 invoice - Executive**

A number of executives met with Donnie Rosa on June 27. Highlights of the meeting included:

- Donnie said that PB realized they would not win with regard to the top up issue. There was no concession regarding the RPT issue, only a request that we consider paying an amount equivalent to what these staff members would have cost if they had not been transferred to RPT.
- We will revisit all the numbers and meet again in a month's time with a proposal.
- We need to consider costs incurred in time and expense for our accounting manager and administrative assistant in reconciling the historical documents dating back to 2010, which substantiated our position.
- While there appears to have been significant movement on the money issue since the June 20 public meetings, Donnie says there is nothing she can do to change the main body of the agreement.
- Donnie suggested that an Appendix could amend our use of membership. We may be able to screen people for free and subsidized activities and ideally for the seniors' lunch so that we could exclude people "off the street".
- Donnie will have a proposal for us to consider at the end of July. Other CCAs don't provide services for members so this situation is unique to Kerrisdale.
- The new proposed agreement is going to cost us a lot of money. Together with the loss of membership fees, additional staffing payments, operations and ActiveNet fees, we'll have at least \$300k per year less available for program and services.

### **6.3 Constitution & Bylaws - Robert**

Robert reported on the filing of our constitution and bylaws that are now in compliance with the new Societies Act.

- filing with the Registrar of Societies was a real challenge as the sample provided in the guide was ambiguous. This tedious process took a lot of back and forth until Alison was eventually able to receive guidance from a senior advisor to assist in the transition.
- both the constitution and bylaws have been accepted as approved at the Feb 15, 2017 AGM
- the documents are available on the KCCS website at: <http://www.kerrisdalecc.com/about-us/kerrisdale-community-centre-society/>
- Alison will provide a paper copy to update Board binders.

### **6.4 Board BBQ July 19 - Arjan, Melissa & Duncan**

The committee reported they are on track with the planning of the Board BBQ.

- Rentals, caterers, and games have been organized.
- Invitations are out with food request and the final date for RSVP is on July 12.
- Don't park under the trees outside the house as it's full of aphids and will drop sticky goo on your car.

### **6.5 Interest in a Social Media workshop; best date for this**

Melissa and Alison will offer a small workshop on using social media. Our consultant who helped us with the two community meetings says that without social media, we aren't even in the race!

- Meeting dates will be set up and calls for interest will be extended to all Board members
- Alison will support Melissa to launch Instagram so that we can extend our reach to a younger audience.

## 6.6 Kerrisdale Days and Open House

Kathleen put a call out for four or five directors to "save the following dates" for active community engagement:

- **September 9 for Kerrisdale Days.** This will take place at our usual location in front of TD Bank.
- **September 16 for Open House.** This will take place in the centre, where we will be setting up a Society Booth. A strong presence from the Board is encouraged as you'll be engaging with people about what we do and our role in the community centre and society.
- Both Saturdays are from between 10-2pm and we'll have handouts and giveaways. Don't forget to wear your Board and "Best in Vancouver" badges.

## 6.7 Film Series - Daniel

Daniel circulated a draft budget for the proposed new film series to pilot in the fall. Following discussions, there was consensus for more research and recommendations in the following areas:

- Identify the target audience: College/High school students, seniors or creative/artsy people.
- Pilot the series as an element of the Saturday movie screenings: once in October and once in November.
- Run two separate times: Saturdays 4:30-7:00 pm or Thursday from 5:30-8:00 pm to attract different groups. Seniors generally won't go out after 6pm in the winter when it's dark and students usually work weekends.
- Change the title of the series to something more simple e.g., "Mini Film Series".

## 6.8 General Announcements:

- All Committee budgets are to be submitted to the Finance committee by the beginning of August and will be approved at the August Board meeting.
- All Committee Goals must be submitted by the next Board meeting. Board Development committee is not yet functioning and CEC needs to fine tune its goals.

**BREAK** 8:11 pm - 8:22pm

## 7. PENDING ITEMS - not discussed

Susan left the meeting at 8:15 pm

## 8. IN-CAMERA MEETING: 8:25 pm to 9:30 pm

## 9. ADJOURNMENT

The meeting adjourned at 9:30 pm

**NEXT MEETING:** August 23, 2017 at 7:00 pm

## UPCOMING MEETINGS AND EVENTS:

Youth Committee	Mon 26 Jun – 7:00 pm
Finance Committee	Wed 09 Aug – 6:00 pm
Executive Committee	Wed 09 Aug – 7:30 pm
Program Committee	Wed 06 Sept – 7:00 pm
Seniors Council	Mon 11 Sept – 1:00 pm
Community Engagement	Wed 13 Sept – 6:00 pm
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Park Board	Mon 10 & 24 July 2017