

**Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 24 June 2015 at 7:30pm**

MINUTES

Present: Oscar Bisnar (Chair), Robert Lockhart, David Eaton, Bill Harris, Don Munton, Fred Jay, Mary Anne Davies, Melina Hung, Terry Kong, Humaira Akhtar, Barb Mikulec, Bob Smith
Regrets: Kathleen Bigsby, Ali Cheung, Alex Cherkezoff, Colin Booth, Casey Crawford (Commissioner),
Absent: Keiko Honda
Staff: Susan Mele
Recorder: Alison Verghese

1. Call to order and approval of Agenda

The meeting was called to order at 7:34pm

Oscar introduced Bob Smith, a retired Accountant who is scheduled to be appointed to the KCCS Board tonight. Bob gave a brief summary of his 60 plus years in the workforce and volunteering experiences at Marpole Oakridge CCA. He first enrolled in the KCC Changing Aging Program two years ago that he thoroughly enjoys.

Additions: 5.6 Members email list – Don

MOVED by Fred and seconded, that the agenda be accepted as amended. CARRIED.

2. APPROVAL OF CONSENT AGENDA of 24 June 2015

MOVED by Bill and seconded, that the Consent Agenda be accepted as presented. CARRIED.

3. MATTERS arising from the Minutes/Reports

3.1 Board Minutes of May 27, 2015 Meeting – Don

3.1.1 Refer to Page 5 (2nd bullet point):

“The Commissioners’ focus since being elected last November, has been to get the G6 back to the negotiating table. There had been three mediated negotiation sessions set up and Casey thought that the CCAs cancelled all three. *In fact the CCAs cancelled two because they weren’t ready and PB cancelled one.*”

Don raised concerns about the last sentence, whether the CCAs cancelled the meetings or did we just not accept them because we weren’t ready. We need to ask Kathleen for clarification.

3.1.2 Refer to Page 6, Item 6.2 ActiveNet:

“Kerrisdale and other CCAs have taken offence at the way we have been consulted about ActiveNet.”

Following discussions, it was agreed that the opening sentence be amended to read: “Kerrisdale and other CCAs had taken offence at the lack of consultation about ActiveNet”.

MOVED by DON and seconded, that the changes to the Board minutes of May 27 be accepted as amended, CARRIED.

3.2 Executive Minutes of June 10, 2015 Meeting (7:47)

3.2.1 Refer to Page 15, Issue 2, the last paragraph:

“Through mediation this point was clarified to the public body and additional records and information about the records was provided to your client from the public body. I understand your client no longer wishes to pursue the complaint, but has asked that I provide my overall summary of my findings.”

Don requested to see the records as referred to above. The Chair will ask Kathleen if she could follow up with Dean, to forward any documents to the Board.

3.2.2 Refer to Page 12, Item 6

Don enquired about the status of this motion, as the minutes do not indicate if it was passed or opposed. Oscar clarified the outcome and the sentence is to be amended to read:

Moved by Oscar and seconded by Fred: That Stew Jordan’s contract be renewed for 6 months (to 15 December 2015) at a rate of \$300 per month. CARRIED.

4. Old Business

4.1 Society Bulletin Board – David (7:53)

David presented a mock-up of the design and concept for the Kerrisdale Community Centre Society (KCCS) bulletin board. Melina noted the rationale is to create a strong physical presence for the Society and raise the profile of its members. There was a short discussion on the proposals and actions, moving forward:

- a KCCS banner maybe more cost effective than individual letters on this permanent fixture
- replace or adhere over the current white board with cork, painted in a dark charcoal colour
- a budget of \$300 allocated to this project maybe insufficient as there is a duplicate bulletin board designated on the existing bulleting board at the entrance to the Seniors’ Centre
- engage a professional sign company to quote for the logo and sign for the two sites (Main & Seniors)
- due to the size limitations, the display will be in portrait, not landscape
- use the centre piece for KCCS announcements and activities such as Board Minutes, JOA negotiations, upcoming events, Director bios and photos. There are nine sections with changeable headings that can include short captions. A feedback pocket can be included provided there’s space
- The Society’s Senior bulletin board will mirror the Main board and include the Seniors’ Council Minutes

Actions

- Alison will maintain and update the two bulletin boards on a monthly basis
- Melina will follow up with Directors’ Bios and photos and relevant information
- David will monitor the budget for any cost blow outs for installing the two bulletin boards
- Susan and David will investigate the logistics of replacing the recycling bins with a couple of seats

5. New Business

5.1 Appointment of new Director, Bob Smith (8:05)

MOVED by Robert and seconded, that Bob Smith be appointed as a Director on the Board for the remaining period of this year until the next AGM in February 2016. All in favour, CARRIED.

5.2 2015-2016 Committee Goals

All standing committee goals have been submitted for 2015-16, except those pending review:

- The Community Needs Assessment Committee will finalise their goals in July.
- Board Development and Promotions & Communication – Pending review (Kathleen)

- Youth Committee – Oscar is very happy with the new make up of the Youth Committee, with the inclusion of community members, Moin and George. They will attempt to meet again next week, as staff have been on annual leave, to finalize the committee goals.

In the meantime, Don suggested the committee investigate the process of the Suzuki Elder Council who have a very successful model in engaging with youth. Oscar will follow up with Don.

5.3 Youth Committee revised Terms of Reference

Not discussed. To be carried forward to August.

5.4 Volunteer of the Year Award – Ad-hoc Committee appointment

A call was made for the formation of a new ad-hoc committee. Don, Terry and Barb volunteered. Alison will send the new committee an update of the Honours and Awards Policy as reference.

5.5 Review of Consent Agenda model (8:15)

A summary of responses was included in the agenda package for discussion. A motion was raised by Bill and amended by Robert that the Consent Agenda model be continued for the duration of this year, until the 2016 AGM or immediately following.

MOVED by Bill and seconded that the Board accept the motion as presented. CARRIED.

There was a brief discussion with the following actions noted:

- Alison to create a one page user friendly guide to the Consent Agenda model
- Alison to summarise her workload for the Consent Agenda compared to the previous model
- Fred and Barb have requested print outs of the draft agenda package for easier reading and editing. Anyone else requiring hardcopies are to email Alison, otherwise all drafts will be sent electronically.

5.6 Members email list – Don (8:27)

Don enquired about the current practice of collecting email addresses from our members. Susan confirmed that staff are required to ask everyone registering in person or over the phone, the same set of questions that appear in a pop up on Safari on whether they consent to receiving promotional material from us. Memberships cannot be renewed online.

6. Commissioners Report – Casey Crawford

Casey sent in his report with no further discussion. He sent his regrets, as he has to attend the welcoming ceremony for the Mayor of Yokohama at the Round House.

7. Pending

7.1 Draft terms of reference for Promotions and Communication Committee to await findings of the Needs Assessment Committee

The consensus of the Board agree that there will be many short and long term marketing implications arising from the Community Needs Assessment findings. A follow up discussion is required with the presence of the Chair of the Community Engagement Committee to:

- a. discuss the possibility of incorporating the two terms of reference to form one committee
- b. discuss the cross overs of the two committees, especially as both deal with “the community” at large
- c. obtain Kathleen’s opinion on the proposed merger of the two committees
- d. determine whether it will be a regular standing committee or ad-hoc. Susan confirmed that in the past, the P&C Committee was a standing committee until it was pooled with programs 6-7 years ago.

7.2 Draft terms of reference for the Board Development Committee – Tabled for next meeting (Kathleen)

Susan left the meeting (8:35)

BREAK 8:34 – 8:45

8. Other Business:

8.1 Program translations for the KCC Brochure by Melina

Barb thanked Melina for her time and enormous effort in translating Don's suggested list of programs into Chinese. It will appear in the upcoming fall brochure and will reach more people in our community. The Board acknowledged Melina with a round of applause.

In-camera Meeting 8:49 – 9:37

Adjournment

There was no other business and the meeting adjourned at 9:37pm.

NEXT MEETING: 26 August 2015

UPCOMING EVENTS:

KCCS Summer Barbeque	Wednesday, 15 July 2015
Finance Committee	Wednesday, 12 August 2015
Executive Committee	Wednesday, 12 August 2015
Board Meeting	Wednesday, 26 August 2015
Park Board Meetings	Monday, 6 & 20 July 2015
	Monday, 14 & 28 September 2015