

**Board of Directors Meeting**  
**of the**  
**Kerrisdale Community Centre Society (KCCS)**  
**Wednesday, 26 August 2015 at 7:00pm**

**MINUTES**

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

**1. Call to order and Welcome**

The meeting was called to order at 7:00 pm

**1.1 Presentation from Ryerson Church to the Board**

Gordon Esau and Rolly McLeod from Ryerson's Development Committee and Laura Slater of Brooks Pooni presented Ryerson's plans to the Board. The proposed redevelopment at Ryerson Church at 2165-2291 West 45<sup>th</sup> Avenue will have a significant impact on our future operations. Ryerson is thankful for our letter of support endorsing the demand for greater meeting spaces in the area. The gym at the church is very old and replacing it would be a great expense. The Director of Planning does not see this as a priority for the church but rather believes it is the City's responsibility to provide a gymnasium for the community.

The current proposals include:

1. Heritage conservation – restoration on the 102 year old stone Church
2. Community and cultural – enhanced space and services with a new but slightly smaller Activity Centre
3. \*Housing – mix of market and non-market low and midrise; the non-market housing is designated for seniors living; this will add between 100 and 115 units to the neighbourhood.
4. \*Parking options – additional underground parking to alleviate local congestion

*\*Possible contentious issues*

Ryerson is looking at a four-year timeline beginning with the restoration of the church, building the activity centre followed by non-market housing. This is not a huge development. The City sees this redevelopment as a benefit to Vancouver and the local community.

Next step is an Open House that is scheduled on Tuesday, September 29 at the Church from 5-8 pm. Kathleen will circulate the website URL to the Board so that they can take a closer look at the material.

**1.2 Introduction of Gordon Grant – postponed due to illness.**

**1.3** The Chair has moved Item 4.6 to be the first item discussed due to our Treasurer's conflict and added two items (4.8 and 4.9) at the request of members.

## 2. APPROVAL OF CONSENT AGENDA of 26 August 2015 (7:38)

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

## 3. MATTERS arising from the Minutes/Reports (Items removed from Consent Agenda)

### 3.1 Consent Agenda Item 2.2.1: Board Minutes of June 24, 2015 Meeting

#### Amendments:

- Under Item 1 – change “Account” to Accountant
- Under Upcoming Events – replace “Program” with Finance.

MOVED by Melina and seconded, that the Board Minutes of June 24, 2015 be adopted as amended. **CARRIED.**

### 3.2 Consent Agenda Item 2.2.2: Executive Minutes of August 12, 2015 Meeting

- Item 4.9 Budget Items: President’s Office / Administrative Assistant / Archiving and digitizing files

Barb requested further clarification on this item. Kathleen confirmed the budget amounts as tabled.

- Item 5: Youth Committee

Barb enquired about the Youth Committees’ reporting process and why it had gone through Executive and not the Program Committee for the \$25k budget proposal. Kathleen reported that the Chair of the Youth Committee raised this at the Executive meeting because of the budget time constraints.

MOVED by Bill and seconded, that the Executive Minutes of August 12, 2015 be adopted as presented.

**CARRIED.**

### 3.3 Consent Agenda Item 2.2.3-1: Budget 2015-2016 Program Budget

Barb questioned why the figures presented by the Finance Committee (V2) were slightly modified. Ali explained that she compiled all the program and committee budget requests and presented it to the Finance Committee members on August 12, for review. However, following this meeting, the Executive Committee met and three additional items were added to the budget. Ali redrafted the budget (V2) and sent the final draft (V3) via email, noting the numbers that were changed for the Finance Committee members’ attention.

MOVED by Barb and seconded that the figures presented by the Finance Committee (V2) prior to the Executive Committee meeting, be used as the final budget instead of V3 in the agenda package. Opposed, **MOTION FAILED.**

## 4. DISCUSSION ITEMS

### 4.6 2015-2016 Draft Budget – for approval

Ali reported and answered questions on the 2015-2016 fiscal budget. They contain comparative figures from the past two years and for the most part, are consistent with last year’s budget except for:

- Preschool Programs budget has been reduced due to the drop in revenue.
- Children’s and Adults have increased based on the actuals at June 30
- Colin requested \$5k to cover all expenses for a new project for the Community Garden Committee. This would be a new item under capital and operating budget. The committee was not ready to make a presentation to the Board. Colin will defer this request till next month.
- Fixing the TVs in the gym. Erik confirmed that the Program Committee approved the cost of fixing the TVs would come out of the current budget, under Capital Purchases.
- An increase in Secretarial Services
- An increase in Website. Note: Ali will add a new item: Archiving and Digitizing Records and assign the increase to that item

- An increase in Youth Project to permit the hiring of a part-time Youth Leader (PA2)
- Maintenance budget has not increased because the 2014/15 year's budget is still in surplus and looks to remain so
- General Contingency funds are set aside for emergency use. Fortunately, we haven't had to use this in recent years.

MOVED by Ali Cheung and seconded that the 2015-2016 Budget be adopted as presented. **CARRIED.**

Ali left the meeting at 8:10 pm

**4.1 Letter from John Coupar – what is KCCS' response?**

- Don thinks we should answer the letter and point out all the misstatements.
- Robert commented it would be a lot of work if we were to drag out all the erroneous items in the letter.

This item was moved to in-camera to discuss with negotiations.

**4.2 Draft Policy for Management of KCCS Website – Kathleen**

The Policy was written to assign specific roles and responsibilities to individuals for the content management of our new WordPress website. We are now at the level where committees like the Seniors, Youth, and Garden have the capacity and autonomy to create and upload pages and posts in real time.

Melina suggested that responsibility for the management of the website could be moved to the anticipated Promotions and Communications Committee once its terms of reference have been developed.

MOVED by Terry and seconded that the Policy for the management the new KCCS website be adopted. Fred requested the motion be amended and tabled for a 30-minute postponement for discussions in-camera. **CARRIED.**

**4.3 Strategic Planning Workshop Proposal – Kathleen (8:21)**

By consensus, the Society will run the workshop for KCCS sometime in the fall and invite the Seniors Council to join in. The cost for the 3-hour workshop will be \$750 plus GST.

MOVED by Fred and seconded that Vantage Point deliver a customized workshop for the Kerrisdale Community Centre Society this fall that addresses Goal Setting and skills for Committee Chairs. **CARRIED.**

Mary Anne will follow up with the Seniors Council.

**4.4 Youth Committee revised Terms of Reference – for approval**

Melina outlined the new concept proposed by the Youth Committee that is a change from previous years. The information is outlined in the revised Terms of Reference and provides a sample timeline for implementation.

Erik is helping on the initial stages of the process by posting news on social media. Student Counsellors will be notified and a new poster designed by George Verghese will be circulated throughout the schools and Centre. Susan has started on the posting and there is a few staff interested. Closing date for applications is September 4. Staff, in conjunction with the Youth Committee Board members will be involved in the hiring process.

Barb raised concerns about the process and would like to put a hold on these activities until the Program Committee next meets on September 9 because the Youth Committee is a subcommittee of the Program

Committee and discussions have not gone through due process. Erik commented that he would like to see the Youth Leader in place for the start of the new school year on September 8.

MOVED by Melina and seconded to approve the revised Terms of Reference for the Youth Committee.

MOVED by Barb and seconded that the Youth Committee Terms of Reference be amended with the removal of the words "through the Program Committee". **CARRIED.**

The Youth Committee will function as a full committee of the Board with its own budget and authority.

It is desirable that the Youth Committee suggests programs for youth to the Program Committee. Melina will follow up with Oscar about Colin and Barb joining the Youth Committee.

#### **4.5 Draft terms of reference for the Board Development Committee – Kathleen (8:48)**

The impetus for this committee came out of the Board Development Workshop in January. Members have been assigned, but the committee needed terms of reference to begin operations.

MOVED by Alex and seconded to approve the Terms of Reference for the Board Development Committee. **CARRIED.**

#### **4.7 KCCS & KBA collaboration on NYE Celebration – Robert**

By consensus, the Board would like to assign this event to the Community Engagement Committee to handle. An outdoors event with a few fireworks in the early evening for families was discussed.

Kathleen will refer this to Community Engagement Committee to respond as soon as possible. There could be time sensitive requirements for permits. Robert will discuss logistics with Susan.

### **ADDITIONAL ITEMS**

**4.8** Barb will send Alison the Community Engagement Committee's "Coming Events" to circulate to the Board.

#### **4.9 COMMITTEE CHOICE – Bob Smith**

The Board usually appoints members to committees in March but Bob was not present. Bob has indicated that he would like to join the Finance Committee.

MOVED by Barb and seconded that Bob Smith be appointed to the Finance Committee. **CARRIED.**

### **5. STANDING ITEMS**

#### **5.1 Commissioners Report – Casey Crawford (9:01)**

Casey apologised for not having a written report this month as Commissioners and administrative staff are on summer break in August. Activities that have occurred since the last meeting on July 20 include:

- KCCS has submitted an EOI to host a public consultation meeting. This new PB initiative will engage the community on discussion items that are PB related and of interest to the city as a whole. The first pilot "town hall meeting" will take place in the fall with another scheduled in 2016.
- Commissioners will move forward with the recommendations that came from the Truth and Reconciliation Commission
- Van Dusen's 40<sup>th</sup> Year Celebrations was very well attended especially by families
- Celebration of Light this summer was well attended
- Queen Elizabeth Park Zip line will continue to the end of October. Online survey is up until end of Sept.
- Sunset Park master plan is available online for those interested
- Challenger Field at Little Mountain will break ground this fall to construct the first wheelchair accessible baseball field in the province.

Casey left the meeting at 9:15 pm

**BREAK 9:08 pm – 9:17 pm**

**In-camera Meeting 9:17 pm – 10:10 pm**

**Adjournment**

There was no further business and the meeting adjourned at **10:10 pm**.

**NEXT MEETING: 23 September 2015 at 7:30 pm**

**UPCOMING EVENTS:**

- Program Committee                      Wednesday, 02 September 2015 – 4:00 pm
- Executive Committee                    Wednesday, 09 September 2015 – 7:30 pm
- Board Meeting                            Wednesday, 23 September 2015 – 7:30 pm
- Park Board Meetings                    Monday, 14 & 28 September 2015