

**Board of Directors Meeting**  
**of the**  
**Kerrisdale Community Centre Society (KCCS)**  
**Wednesday, 22 June 2016 at 7:30pm**

**MINUTES**

**Present:** Kathleen Bigsby (Chair), Robert Lockhart, David Eaton, Don Munton, Melina Hung, Bill Harris, Morag Pansegrau, Humaira Akhtar, Avalon Bourne, Oscar Bisnar, Keiko Honda, Barb Mikulec, Fred Jay, Alex Cherkezoff  
**Regrets:** Angel Chan, Jennae Gedeon, Susan Mele,  
**Absent:** Sarah Wall-Lobo, Anne Monahan  
**Staff:** Jennifer Takai, Heather Cochrane  
**Commissioner:** Casey Crawford  
**Recorder:** Alison Verghese

**1. Call to order**

The meeting was called to order at 7:32 pm

**1.1** A “Thank You” card received from Norm Funk for his farewell gift was circulated.

**1.2 APPROVAL OF AGENDA of May 25, 2015**

Additional Items

Item 6.01 was moved in place of Item 5.05

Item 6.03 Community Engagement Committee minutes of June 8 – Keiko

Item 6.04 ActiveNet (AN) and JOA – Update

Item 6.05 New Programmer Announced

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

**2.** Items for Information (under the Consent Agenda) were circulated by emailed prior to the meeting.

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

**3.1** Item 2.3 Finance Committee Minutes 2016-06-08

- A printing error was identified on pages 13 and 14. Alison will email out the correct version and bring this item back on the board agenda in August.

**4. STANDING ITEMS**

**4.1 Commissioner’s Report** – Casey Crawford

Casey gave a brief overview of PB reports in May that were pertinent to our neighbourhood:

- Synthetic turf field replacement: PB has selected a new eco friendly “man made” product called Thermoplast Elastomer as a trial infill for a new field in Kerrisdale. If successful, TPE will be used as the preferred synthetic turf in all Vancouver parks moving forward.
- Arbutus Greenway: PB passed a motion to support the creation of new public parks, green space and biking pathway along the entire length of the Arbutus corridor. If and when completed, it will become the longest linear parks in North America, measuring approx. 9kms.
- Expediting New Outdoor Pools: PB passed a motion to direct staff to explore quick start strategies to build new outdoor pools and reallocate capital funds through decommissioning wading pools that have the ire of Vancouver Coastal Health from issues relating to stagnant water.

## 5. ITEMS FOR DECISION

### 5.1 Motion to approve the Consent Agenda

Item 2.3 Finance Committee Minutes 2016-06-08 – Morag

- A printing error was identified on pages 13 and 14 of the KCC Program Analysis 2010-2015.

**MOVED** by Avalon and seconded to accept the Consent Agenda of June 22, minus Item 2.3. **CARRIED**  
Alison will email out the correct version of the report and bring this item back to the board in August.

### 5.2 Communications Committee TOR – new Committee

Robert presented of the revised Communications Committee TOR (v8) and tabled a motion for it to be accepted as presented. After lengthy discussions, an amendment was proposed to change the membership that was:

**MOVED** by Melina and seconded to have a member of the Executive chair the Communications Committee.

**AMENDMENT FAILED** (4 in favour | 9 opposed | 1 abstained)

Without further discussion a vote was put to the original motion that was:

**MOVED** by Robert and seconded to accept the revised Communications Committee TOR as presented. **CARRIED**

### 5.3 Revised Program Committee TOR – Ratified by Program Committee

Don presented the revised Terms of Reference that was proposed by the Executives and ratified by the Program Committee on June 1<sup>st</sup>. There was some discussion over the wording that lead to the following amendments proposed:

- Under Scope of Accountabilities – Point 1: “To provide programs, activities, and events at the Kerrisdale Community Centre that *\*meet the needs of the community and encourage the participation of all community members\**”

**MOVED** by Melina and seconded to insert the additional text\* in the revised Program Committee terms of reference be accepted. **AMENDMENT CARRIED**

- A further amendment was **MOVED** by Melina and seconded to change the wording under “Scope of Accountabilities” – Point 2: to include the word “competitive” after quality. **AMENDMENT FAILED**

The original motion was brought back that was **MOVED** by Don and seconded to accept the revised Program Committee Terms of Reference with the amendment. **CARRIED**

**5.4 Revised Community Engagement Committee (CEC) TOR** – Note: two proposed versions for decision  
The CEC’s view of its role is very different from that of the Executives. It is up to the Board to decide what role this committee has to play, moving forward. In total, there are three TORs at play that require revision: (1) the existing CEC TOR dated June 2011 (2) the EXEC’s revised TOR and (3) the CEC’s revised TOR.

A motion was **MOVED** by David and seconded to accept the Executive Committee’s revised TOR as presented. A lengthy discussion for the rationale of both interpretations followed. After some time, the Chair accepted a request to adjourn any further discussion until everyone has had adequate time to read all the material.

**MOVE** by Barb and seconded to table this agenda item for the August Board meeting. **CARRIED**

#### Next steps:

- Is for both parties to come to an agreement and perhaps need to define what “community engagement” means in our Kerrisdale neighbourhood. There was a suggestion to switch the committee’s purpose in order to find a middle ground for what we are accomplishing.
- Another suggestion is for the two TORs to be merged somehow and find common ground to resolve the different points of view.

**BREAK** 8:40 pm – 8:59 pm

Heather arrived at 8:40pm  
Jennifer left the meeting at 8:50pm

#### **Item 5.5 Community Needs Assessment (CNA) – Update and Former Members Survey**

##### CNA Updates:

- The priorities and recommendations extracted from the 2005 needs assessment plan have been distributed. A progress report from each committee will be followed up by Humaira on a monthly basis. CEC is expected end of June and Youth after mid July.
- The Patron's Survey is scaling down its efforts after almost 3-weeks on the go. They will embark on a "DO IT YOURSELF" version that has the same questions but with modified instructions.
- Heather announced that over 710 questionnaires have been collected to date and expects more to be returned in the next few days. She has started inputting the data that is expected to take just over a week to complete and appreciated all the help and support received from staff and board volunteers.
- Don credited Heather for the enormous success of the Patrons' Survey and commended her hard work and leadership in meeting all the demands associated with the project, which has exceeded all our wildest expectations. The board gave Heather a round of applause.

##### Former Members Survey:

Don elaborated on the rationale to conduct a "former members" survey and fielded questions on the motion to outsource the work to investigate: *Why do patrons stop coming to the Centre and why do members relinquish their memberships?* A lengthy discussion ensued with some comments and thoughts noted as follows:

- Our recreation programs tend to be at an entry level and people often move on to private providers to further their goals. This could be a reason why patrons leave our community centre. We may have to offer intermediate and advanced levels to retain them. *Examples of these are taekwondo and pottery.*
- The demographics have changed, largely due to the influx of mainland Chinese in our neighbourhood. As this trend continues, it is likely the centre will maintain an attrition rate if families are joining only for their children's recreation activities. We need to find a way to overcome the challenges of language and integration for the adults and facilitate a sense of belonging for all ages visiting our community centre.
- We need professional people to do the telephone survey. We need to find out why people aren't staying. We have no idea why we've had a 60-70% turn over of patrons in the past 5-years.
- Find out if we could share the costs with other CCAs/PB or conduct the phone surveys ourselves. Even if we engage with a professional company, it may be difficult to get "former members" to comply.

**MOVED** by Don and seconded that KCCS contract for a survey of former or "lapsed" KCC patrons and Society members, as part of the on-going needs assessment process, with the total cost of survey data and analysis not to exceed \$12,000. **MOTION FAILED** (5 in favour | 7 opposed)

#### **5.6 New Rentals Policy and Protocols – Use of KCC Facilities by External Groups**

There was consensus to postpone this item till August.

#### **5.7 Revised Rental Committee TOR – To align with new policy**

There was consensus to postpone this item till August to allow the Rentals Committee to review it carefully.

#### **5.8 Revised Senior Council TOR – Ratified by Senior Council**

**MOVED** by Morag and seconded that the board adopt the revised Seniors Council TOR. **CARRIED**

Duncan asked why the Seniors Council are not engaging in outreach activities and has some ideas to share. Morag and Bill will take this back to the Seniors Council for further consideration.

#### **5.9 Volunteer of the Year – Strike an ad-hoc committee**

The Volunteer of the Year Committee needs to report back to the Executive Committee with a list of nominees by the end of October. Alison will provide Barb and Robert with the guidelines and list of past recipients.

## **6. ITEMS FOR DISCUSSION**

### **6.1 Board Summer BBQ – Update on Venue**

Unfortunately, the layout of Alex’s lovely garden is unsuitable for the event. After a brief update from the committee, Kathleen called for other venues to come forward as an alternative. Melina nominated Kathleen’s backyard; this is OK with the caution that her contractor may still be lurking about. In case of rain, the Seniors Multi-purpose room will be used as the back up.

Alison will send out the invitations. Melina is planning entertainment and Duncan will ask for volunteer help.

### **6.2 Board meeting format – Consent Agenda review responses**

Not discussed. Postponed for August.

### **6.3 Community Engagement Committee request for free room – CEC minutes of June 8, 2016**

CEC has agreed to co-host the Village Vancouver Seed Library Workshop and has requested for a free room in the Seniors Centre. The Chair ruled the Board could not vote on this request as no details were available.

Kathleen requested Keiko send her more information about this request.

### **6.4 ActiveNet (AN) and JOA – update**

- Oscar announced that after some delay, we will soon have a new ActiveNet agreement that will incorporate our terms under the Letter of Intent. The agreement, which has been signed by the Park Board is now in the hands of our lawyer and upon acceptance, will become part of the JOA. We are satisfied that all CCAs will stand to benefit from the hard work hammered out by the G3.
- Kathleen urged the Board to attend the next Park Board JOA meeting, (Proposal #3) that is scheduled for next Tuesday, June 28 at Trout Lake Community Centre.
- We will be hosting Proposal #5 on July 26.
- NOTE: PB agreed to provide CCAs an explanation on their stance following the first round of JOA proposals. It is of some concern that nothing has yet appeared.

### **6.5 New Programmer Announced – Kathleen**

Hardeep Bassram from West Pt Grey Community Centre has been selected as our new Programmer. Three candidates were interviewed for this permanent position.

Casey left the meeting: 9:43pm

In-camera Meeting: Not held due to time constraints.

## **ADJOURNMENT**

The meeting adjourned at 9.59 pm.

**NEXT MEETING:** August 24, 2016 at 7:30 pm

### **UPCOMING EVENTS:**

Executive Committee	Wednesday, 13 July 2015 – 7:30 pm
Executive Committee	Wednesday, 10 August 2016 – 7:30 pm
Finance Committee	Wednesday, 10 August 2016 – 6:00 pm
Board Meeting	Wednesday, 24 August 2016 – 7:30 pm
Park Board Meeting	Monday, July 11, 25 & Sept 19