

Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 22 May 2019 at 7:00 pm

MINUTES

Present: Robert Lockhart (chair), David Eaton, Fred Jay, Morag Pansegrau, Kathy McKay, Edward Quan, Mike Wu, David Mordant, Duncan Ainslie, Jumy Ogunsola, Marie-Noelle Savoie, Anne Monahan, Kathleen Bigsby, Oscar Bisnar
Regrets: Keiko Honda, Melissa Woo, Alexis Lorient, Humaira Akhtar, Keith Stoner
Commissioner: John Irwin
Staff: Susan Mele
Recorder: Alison Verghese

1. Call to order and Announcements

The meeting was called to order at 7:00 pm.

1.1 APPROVAL OF AGENDA

Additional items for discussion:

6.9 Electronic Approval of Minutes - Robert

6.10 BCRPA Report - Robert

MOTION: Moved by Fred and seconded to approve the agenda as modified. **CARRIED**

2. STANDING ITEMS

2.1 Commissioner's Report - John Irwin

John addressed outstanding issues brought forward from January:

- **Kerrisdale pool:** John hopes to hear back from PB in the next month or so on his enquiry to determine if there is a prospect to have a rebuild of our pool in the next capital budget.
- **Creekside CCA:** will be moving from an advisory to a structured Community Centre Association.
- **Park Board (PB) & Vancouver School Board (VSB) agreement and cooperation:**
There has been some discussion on this topic from Donnie Rosa regarding the underutilization of school facilities, specifically at **Kitsilano Secondary**. John will follow up with Daisy Chin, who is acting Recreation Director, in place of Donnie Rosa. This ties in with the installation of artificial turf at **Churchill Secondary**, which Park Board has approved in principle.

Additionally, a Board member returning from the BCRPA conference provided insight on the long-standing formalized agreements that both Richmond and the Tri-Cities have with their school boards. John noted that he would liaise with his colleagues and get this into a motion.

- PB has passed a motion to pause on all new commercial activities in parks. Not-for-profit organisations will be exempt. Existing vendors will be cycled through for the next 13 months to two years. The pause has been implemented so that they can revise their policy.

John left the meeting at 7:22 pm.

3. Items for Information (under the Consent Agenda) were circulated by email before the meeting.

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

4.1 Item 3.1 Board Minutes of 2019-04-24 - Kathleen

Correction to the third bullet under item 5.9 Communications Committee Budget increase.

From: If we respond quickly, Trackstar could ~~start~~ in three to four months and...

To: *If we respond quickly, Trackstar could complete in three to four months and...*

4.2 Item 3.7 Program Minutes of 2019-05-01 - Susan

Correction to the second bullet under Exercise Equipment Budget: \$40K at item h.

From: We currently have ~~two~~ technicians that services all our equipment.

To: *We currently have one technician that services all our equipment.*

Alison will amend corrections as noted above.

MOTION: Moved by Marie-Noelle and seconded to accept both the Communications and Program Committees' minutes as modified. **CARRIED**

5. ITEMS FOR DECISION

5.1 Approve the Consent Agenda

MOTION: Moved by Duncan and seconded to approve the consent agenda as modified without item 3.1 and 3.7 as presented. **CARRIED**

5.2 JAVA Music Group – Anne/Robert

On May 13, Robert and the two JAVA principals, Kristine and Clayton attended the Seniors Council meeting to present to the council members the scope and benefits of the pilot program.

- Anne reported that the council was not interested in taking part in the steering committee. She will have broader discussions amongst the seniors in the centre and community to identify candidates for Kathleen.
- The pilot project will have no capital cost to the Society as the JAVA Group will supply all the equipment. Our input will be refreshments, rental space and time invested by the steering committee for the program.

MOTION: Moved by Kathleen and seconded to proceed with the JAVA Music pilot program on the proviso that a steering committee can be formed to run it. **CARRIED**

Robert will advise Kristine and Clayton of the Board's decision. Kathleen will commence the undertaking to identify key members to form a steering committee for this program.

5.3 Budget for KCCS Summer Party – Kathy

Verification was sought to maintain a budget of \$1K this year, given that close to \$800 was spent last year.

MOTION: Moved by Kathy and seconded to approve a \$1K budget for the 2019 KCCS Summer Party. **CARRIED**

Noted for follow up: verify if this budget was included in last year's Christmas budget.

6. ITEMS FOR DISCUSSION

6.1 Finance – March Monthly Reports – David M.

Financial statements for 7-months to the end of March were reviewed and discussed.

- Surplus revenue compared to last year is virtually the same at \$162K.
- Despite not having the \$105K membership revenue, our programming revenue helped us make up the deficit. We are not running at the loss as predicted this year because we are continuing to maintain a high level of interest and program participation by local residents.
- We will be offering for the first time throughout summer popular adults and seniors' programs such as pickleball, ukulele, chair yoga and Changing Ageing. This will add much needed revenue to help cover an additional ~\$50K cost for the Park Board operating levy (1%, rising to 2% in 2020) and ActiveNet fee (1%). Robert thanked Susan and the team of Programmers and the Program Committee for stepping up and meeting these challenges so successfully.

- We are still waiting for Park Board's response to our written request to fund a full-time Youth Worker at Kerrisdale. Oscar will send a note to Robert with details regarding our current Youth Leader, Nataly Kaufman, who is leaving at the end of June.

6.2 2019-2020 Budget Development – David M.

All committee chairs will be receiving a copy of their 2018-19 budget and a template for their proposed 2019-20 budget, to be returned to the Finance Committee by August 1 to allow the Finance Committee time for a review before their August 14 meeting. Smaller committees, that meet infrequently, may need to communicate by email in order to complete their draft budget proposals.

Break 7:55 pm - 8:10 pm

6.3 Strategic Planning – Robert

The Society's last strategic planning project took place about seven years ago but was sidelined when the pressures of the JOA got in the way. Subsequently, we have signed a new JOA so now we need to redefine who we are where we are going.

- Ms. Frances Lasser is a semi-retired strategic planner and who has offered to work with us to build a strategic plan, at no cost to us.
- We have struck a planning/coordinating committee made up of Robert, David E, David M, Duncan, and Mike . This group will meet with Frances to lay out a plan on how to proceed. Her general approach is to interview a wide variety of stakeholders, including and not limited to directors, seniors council, senior staff and others.
- Frances has participated in our community centre activities; she has an impressive resume that will be circulated to the Board.

6.4 Kerrisdale Community Survey – David E.

Susan will continue to capture the comments and drawings from the whiteboard on camera. A new set of questions was discussed.

- Use of the white board is proving to be a valuable tool to engage with our community. The public is interacting with the centre by answering the questions, and there is an inherent value in that. The one white board in use will be moved between the seniors centre and the main foyer intermittently.

6.5 New Program Ideas - Seniors – Anne

- UBC Changing Ageing, Brain-Body Fitness, Book club and a Christmas lights bus tour. The advanced Changing Ageing course (Changing Aging – Plus; UBC-Kinesiology is sponsor) is being piloted at Dunbar; UBC is not offering it anywhere else at this time. Morag has attended at Dunbar; participants need a doctor's certificate to attend.
- Susan will coordinate with Austin to follow up on the above new program options.

6.6 KCC Mix and Mingle Social - Sept 4 – Robert

Robert volunteered and with no other takers, will send a note to request assistance from other directors who are absent tonight.

6.7 VanPlay – Robert

Our response to Katherine Howard, Project Manager at VanPlay regarding their feedback on Asset Targets for Community Centres was included in the package for review. For those interested, the detailed background information can be found on the VanPlay website. It is a very significant consolidation of effort that focuses on where the Park Board is going for the next 25-years in the area of parks and recreation.

Robert also shared his concern directly with our commissioner earlier, about the potential loss of programmable space when our community centre is rebuilt at a future date. VanPlay has designated 1.41 sq. ft of community centre space per resident city-wide. Community centre space allocations should include only programmable

space, not common space that, under the JOA, we do not have rights to use for programming. Hillcrest CC is a good example of a lot of lost programmable space in a beautifully designed building with a large open entrance and atrium, high ceilings and a Starbucks that operate within the metrics dedicated for community centre space.

David also flagged the 3P's (Public-Private-Partnership) approach which John missed in his briefings with staff. John will make more enquires and get back to us on this option.

6.8 Board Summer Party - August 21 Venue – Kathy

Duncan offered his house but also indicated that he hosted the event two years ago. Alternatively, David Eaton, who lives in Richmond, will check with his wife and get back to Kathy with a definitive answer.

6.9 Electronic Approval of Minutes - Robert

For direct reference to this policy, please refer to our **Meeting Procedures Policy**, at clause **3D**. In the interests of time, electronic approval of Board and Committee minutes by eligible members are acceptable. It is very important that everyone that attends the meeting gets a chance to comment on the draft minutes and on what has been recorded as the outcome of the discussion.

6.10 BCRPA Report - Robert

Contributions from the attendees in the past have consolidated their summaries in a single report to the Board, but it appears this year, we have three independent summaries. These will be included in the Board package for June. Alison will follow up with Humaira on her observations from the conference.

Morag brought back some brochures and handouts that she will share, along with her report at the next Program Committee meeting.

7. Pending Items

Not discussed.

8. ADJOURNMENT

With no further discussion, the meeting adjourned at 8:52 pm

9. NEXT MEETING: June 26, 2019.

UPCOMING MEETINGS AND EVENTS:

Program Committee	Wed 05 Jun - 7:00 pm	Seniors Council	Mon 10 Jun - 12:45 pm
Youth Committee	Tues 07 Jun - 7:00 pm	Building Maintenance	Mon 10 Jun - 5:00 pm
Communications	Tues 28 May - 7:30 pm	CEC	Wed 12 Jun - 6:00 pm
Communications	Tues 11 Jun - 7:30 pm	Finance Committee	Wed 12 Jun - 6:00 pm
Communications	Tues 02 Jul - 7:30 pm	Executive Committee	Wed 12 Jun - 7:30 pm
Park Board	Mon 3, 17 June 2019		

These minutes were approved by the Board of Directors.

SIGNED BY CHAIR OR SECRETARY _____ INITIALS _____