

**Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 23 March 2016 at 7:30pm**

MINUTES

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

1. Call to Order

The meeting was called to order at 7:48 pm

1.1 Motion to approval Agenda

Additional Items

5.4 New Horizons for Seniors Program – Keiko

MOVED by Alex and seconded to accept the Agenda as amended. **CARRIED**

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

3.1 Fitness Card memberships

Robert briefed the new board members about the perks of joining the Board. He instructed them to identify themselves as a new board member at the Reception and either have a swipe card issued (with photo), or request to have their current card changed to a “no charge category”, to get free access to the fitness room.

3.2 ActiveNet (AN) – Oscar

Our lawyer, Dean Davison notified us by email today that PB has agreed to the terms of the Letter of Intent regarding Active Net (AN) Implementation. We had some serious concerns about how this new registration software system (AN), was installed without consultation, was going to function.

Kathleen thanked Oscar for his patience and determination in successfully chairing the G3 (Killarney, Hastings and Kerrisdale) throughout these protracted negotiations that started last September. A new contract, reflecting the LOI, will be drawn up to provide protection for our CCAs. It was noted that the AN case is a separate and distinct issue from the legal case involving the JOA.

Casey also acknowledged the news as “a good outcome and positive step” for the 3/21 Community Centres because it moves us all forward.

4.1 Motion to approve the Consent Agenda

MOVED by Alex and seconded, that the Consent Agenda of March 23, 2016 be adopted as presented. **CARRIED.**

4.2 Election of Officers 2016-17 – Robert

The Executive Committee proposed a slate for the 2016-17 Executive positions. Fred Jay, former Vice President and not up for election, read the list of candidates who have agreed to accept the following positions:

President:	Kathleen Bigsby	Treasurer:	Angel Chan
Vice President:	Oscar Bisnar	Secretary:	David Eaton
Vice President:	Don Munton	Past President:	(not for re-election)

Robert Lockhart, Past President opened the elections and called three times for any other nominations from the floor. With no other nominations, Robert declared the 2016-17 Executive positions to be elected by acclamation.

4.3 Committee Assignments 2016-17

The Executive Committee presented a draft list of committee members for 2016-17 for approval.

- Fred announced his wishes to be on the Seniors Council but the Council's terms of reference allow for only 2 Board members. Bill and Morag have been assigned as members.
- Humaira is interested in Finance and it was suggested that she sit in one of the meetings to see if it is what she wants to do.
- Kathleen advised that if any member wishes to opt out of a committee, they should request to do so after trialling the committee for a few meetings. We need all committees to be working at full strength.

MOVED by Sarah and seconded to adopt the committee assignments. **CARRIED**

Past chairs will call the first meeting. The date and the time should reflect the terms of reference, except if there is a consensus for change. Each committee is to choose its chair at the first meeting and notify Alison of the outcome.

4.4 Approval of Bank Signing authorities – Angel

The criteria for signing authority are that Board members be at the centre often, as two signatures are required on every cheque.

MOVED by Angel and seconded that the following Directors have signing authority for the Society's bank accounts from March 31, 2016: Kathleen Bigsby, Oscar Bisnar, Robert Lockhart, Barbara Mikulec and Don Munton. **CARRIED**

5. ITEMS FOR DISCUSSION

5.1 Permaculture Garden for KCCS

Kathleen recognised that the Board might not have had enough time to read all the discussion material (Item 5.1) in this month's board package to fully understand the ramifications of this project and that any decisions would therefore be premature. There was a brief discussion noting:

- The Garden proposed by the Community Engagement Committee requires that the Society enter into a 5-year plan with the Park Board/City of Vancouver
- The Executive and CRS were not aware of the Park Board's requirements. The 12-page template license agreement for constructing and operating such a garden on PB property has been annotated by the Executives with comments and notations requiring further clarification and discussion
- Kathleen will meet with Jason Hsieh, Park Board Planner to address our concerns highlighted in the Agreement with the aim of bringing a revised agreement to the Board.
- Anne advised that Keiko will attend the next Seniors Council meeting to elaborate on the garden. The Council discussed the garden at the last meeting but many, including herself, didn't understand what was being proposed
- Keiko confirmed that there would not be any loss of funding or grants with the postponement of discussions this month. She added that the design of the garden was close to completion.
- Robert requested two critical issues be addressed for the Executive and Board for discussion in April:
 - 1) Keiko to identify and verify if the funding she is applying for would last upwards of five years as it would take the financial burden off the Society

2) The Committee Engagement Committee details the process undertaken in the hiring of the gardener.

As there are many hurdles to overcome with this project, it was strongly suggested that all members spend at least 40 minutes to read the material thoroughly and email Kathleen if any questions or concerns arise.

MOVED by Robert and seconded, to table further discussion of this item for next month. **CARRIED**

5.2 Signing Authority Policy – Robert

The Executives realised that the lack of a Signing Authority Policy was a risk to the Society. The new policy, which is sanctioned by the Executives as a guiding document, was presented for Board discussion and approval.

MOVED by Robert and seconded that the new Signing Authority Policy be adopted as presented. There was an amendment to the motion that was **MOVED** by Barb and seconded to ask for two signatures on all official documents as proposed in section 2 of the proposed policy. **AMENDMENT FAILED**

A vote was then held on the main motion that was **MOVED** by Robert and seconded that the new Signing Authority Policy be adopted as presented. **CARRIED**

Kathleen will amend typos in the policy document.

5.3 Revised Terms of Reference for Kerrisdale Garden Committee – Oscar

Since 2012, this committee has supported the Kerrisdale Community Garden (KCG) Group, located at W60th Avenue and Angus Drive. The garden group meets the KCCS Mission and Goals to improve access to gardening land for the local Kerrisdale community. The Society supports the KCG's application for city land and lends assistance by:

- Providing a liaison to the garden to meet with the KCG twice a year
- Advising KCG on city policies, support for funding grants, banking, accounting and postal services as they are not incorporated
- Providing KCG with a half page in our quarterly brochure to advertise their programs and in return, they will supply our seniors kitchen with fresh produce as done so in the past with the Girl Guides' plot.

MOVED by Oscar and seconded that we adopt the revised terms of reference for the Kerrisdale Garden Committee as presented. **CARRIED**

5.4 New Horizons for Seniors Program – Keiko

Keiko referred the Board to the Community Engagement Committee's March 16 minutes on page 24. Under Item 5.2, there is a request for rooms to be booked by May 8, for a "Kick-off Event" sponsored by the Vancouver Arts Colloquium Society (VACS).

A discussion arose around a letter that Susan Mele wrote last year, which endorsed the New Horizons for Seniors Program:

- Susan confirmed the letter was written to support a one-off Aboriginal Weaving project in 2015 that provided free room usage at KCC. Keiko was under the assumption that KCC would continue to grant free space because they were in partnership in this project, which is now in its second year
- Susan confirmed she did not agree to support the New Horizons for Seniors Program with free space this year. As the CRS, she cannot provide ongoing free space to private organisations without the Board's approval. The priority is for centre programs and then room rentals, and she noted that we do provide free space to other groups and there is a protocol to follow for these.
- Kathleen advised there are policies in the board binders that apply to Board Members' rental of community centre rooms and Conflict of Interest.

- Robert noted that we are receiving less revenue for rentals than we used to and one of the factors may be because we are giving away free space. He also tabled that Keiko is the President of the Vancouver Arts Colloquium Society (VACS). It is a private organisation that is not operating in partnership with KCCS. Keiko is also the current chair of the Community Engagement Committee.
- There is a huge commitment from the Society to provide free space for this program that will run for many months. They require a room 2 days a month, including use of a kitchen.

MOVED by Keiko and seconded that KCC will provide free space as a partner organisation, outlined in the proposal, for the intergenerational mentoring project. **MOTION FAILED**

6. STANDING ITEMS

6.1 Commissioner’s Report – Casey Crawford

Casey provided a brief summary and announcements that were not in the March Report:

- There have been a couple of “pop up” open houses in the community that we should be attending. It addresses future land usage along the tracks that may be challenging for some community groups. The CPR tracks will remain a transportation corridor and will continue to impose a 21-meter “no go zone”. It is slated for development in the next two decades and the city can take back surplus land.
- There were concerns about what the City’s expectations are of the CCA’s obligation in case of an emergency given that the centre is a designated Disaster Support Hub. Casey recommended that the Community Centre should contact NEAT and get advised on procedures, in case of an incident.

Casey’s report will be moved to the top of the Agenda in April.

In-camera Meeting: Not required

ADJOURNMENT: The meeting adjourned at 9:16 pm

NEXT MEETING: April 27, 2016 at 7:30pm.

UPCOMING EVENTS:

Program Committee	Wednesday, 06 April 2016 – 7:00 pm
Executive Committee	Wednesday, 13 April 2016 – 7:30 pm
Board Meeting	Wednesday, 27 April 2016 – 7:30 pm
Park Board Meeting	Monday, 4 & 19 April 2016