

**Board of Directors Meeting**  
**of the**  
**Kerrisdale Community Centre Society (KCCS)**  
**Wednesday, 23 June 2021 at 7:00 pm | Via Zoom online**

**MINUTES**

**Present:** Kathy McKay (chair), Robert Lockhart, Kathleen Bigsby, David Eaton, Humaira Akhtar, Oscar Bisnar, Morag Pansegrau, Mani Bala, Joshua Yoon, Edward Quan, Joyce Fung, Jonathan Cheung, Adam Dipinto, Keiko Honda, Dorothy Chang (arrived at 7:08 pm)

**Regrets:** Fred Jay, Emma Vinnitsky, Anne Monahan

**Staff:** Ian Broadbent

**Commissioner:** John Irwin

**Recorder:** Alison Verghese

**1. Call to order and Welcome**

The online meeting was called to order at 7:03 pm. Kathy welcomed everyone.

**1.1 APPROVAL OF AGENDA**

**MOTION:** Moved by Humaira and seconded to approve the agenda as presented. **CARRIED**

**2. STANDING ITEMS**

**2.1 Commissioner's Report - John Irwin**

A succinct verbal summary of Park Board activities over the past month was provided:

- The **Translink** motion that John introduced passed unanimously by the Board. Translink will consult with seniors and disability groups, neighbourhood houses, community centres, women's groups, and the unions of workers who depend on buses before cutting the number of bus stops, or any other transit related services. PB also voted not to support the pending bus fare increases on July 1. City Council, PB and the VSB are not happy with the changes especially coming out of the pandemic.
- Parks Control Bylaw amendment regarding **Liquor Consumption in Parks** has been enacted. There will be two drinking zones at Maple Grove Pool, one in Memorial Park, just off Dunbar St but none near the community centre, for people to enjoy their beverages in the park. The Operations department will be mobilizing signage to where the designated areas will be located. The pilot program will start as soon as the province adjusts the charter and John noted that it can be overturned if there are concerns from the public. Map showing designated drinking zones:  
<https://parkboardmeetings.vancouver.ca/2021/20210621/BYLAW-ParksControlBylawRegardingLiquorConsumptionParks-Schedule2-20210621.pdf>
- **Facility Renewal:** The APG will meet to discuss the criteria for prioritisation.

John left the meeting at 7:17 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)**

None to discuss.

**5. ITEMS FOR DECISION**

**5.1 Approve the Consent Agenda – Chair**

**MOTION:** Moved by Robert and seconded to accept the consent agenda as presented. **CARRIED**

## **5.2 Building Maintenance Budget - Humaira**

Ian and his team are doing a great job with the rollout of the murals. To complete the project, the Building Maintenance Committee has chosen hardwire lighting over solar to illuminate the murals. There were too many unknowns with solar such as the maintenance costs, inconsistent duration and variable intensity of light which is a major concern during the long winter months.

Ian has spoken to the project manager who will get back to us with three detailed ranges for low level, mid-range and top of the line types of lighting quotes. A budget of up to \$13K was identified to cover the lighting costs.

**MOTION:** Moved by Kathleen and seconded to approve a budget of up to \$13K for the lighting cost to illuminate the murals. **CARRIED**

## **5.3 Gifts and Donations Policy - Robert**

The revised document was presented to the Board a month ago but went back to the Executive for further revision to ensure compliance with CRA requirements for charities. Most of the changes occurred in the wording of the Scope, which now defines eligible charities as those that have goals common or similar to ours and operate in the Kerrisdale neighbourhood.

**MOTION:** Moved by Robert and seconded to approve the revised Gifts and Donations Policy (formerly known as Charitable Donations) as presented. **CARRIED.**

## **5.4 Purchasing Card Policy (May 2016) - Kathleen**

The Purchasing Card policy was approved 5-years ago and has been working very smoothly. The Finance Committee reviewed it at its last meeting and saw no reason to make any changes.

**MOTION:** Moved by Kathleen and seconded to approve the continuation of the current Purchasing Card Policy as presented. **CARRIED**

## **5.5 Greater Vancouver Food Bank Food Drive initiative - Joshua**

The Youth Leaders group started up again in April. They have conducted their first virtual collaborative event with science kits and have another virtual talent show this Friday. Another event they were hoping to run is a food drive with the Greater Vancouver Food Bank. Following questions and discussions, it was determined that the youth will potentially host a drive to collect food for this non-profit organisation. Joshua will update the Board after the youth have decided on what events to host for the summer.

**MOTION:** Moved by Kathleen and seconded to approve the food drive event for the Youth Leaders initiative with the Greater Vancouver Food Bank. **CARRIED**

## **6. ITEMS FOR DISCUSSION**

### **6.1 Finance Monthly Reports for the period ending April 2021 – Kathleen**

The Finance Committee reviewed the monthly reports that were included in the agenda package. They found nothing out of the ordinary. Kathleen took questions from the floor and noted that Vancouver Coastal Health (VCH) has reimbursed the Society \$15K for lost programs and will reimburse us for a portion of Betty's wages for the duration through to August. The cheque has been received from VCH and deposited in the bank by Robert.

### **6.2 2021-22 KCCS Operating Budget - Kathy**

A general reminder to all committee chairs to submit their budgets for August, if they have not already done so.

### **6.3 Arena Programs goals and budgets – Robert**

Robert noted a dialogue he had with the Arena programmer and presented a couple of scenarios of best and worst cases to be aware of:

- Best case: That skate operations will operate as per Fall 2019-20 in positive revenue. Expenses were \$48.2K and revenue was \$51.4K with skate lessons coming in at a \$3,218 profit.
- Worst case: The other scenario, where skate lessons are being held saw the number of participants drop and the amount of time in-between lesson sessions for cleaning purposes, extended. There are distancing requirements that limit the number of people gathering in non-skate areas, for example, the lobby where people can come and go. Based on current operations in other locations the worst-case scenarios show expenses of \$32,400, revenue of \$25,600 and a loss of \$6,800.

Those rinks that are currently skating are operating at negative revenue because the minimum number of students is based on the PHO allowed numbers. A question was put forward to consider: *What is our appetite for reinstating programs as we may be looking at operations at a loss?* There were discussions about the potential number of issues that could arise when programs start-up across the board again in September.

- The unknowable factor will be people's appetite to come back in the fall. Right now, everything will be based on the status of vaccinations and if the infection rate stays under control.
- The consensus was to push ahead and keep offering programs, even if at an initial loss.

#### **6.4 PB Facilities Renewal meeting – Kathy/David**

Kathy and David attended the system-wide renewal meeting earlier this month and were presented with the documents that are included in the agenda package. There was a comprehensive 63-page report that was also part of the meeting that can be forwarded by Kathy to anyone interested.

- PB's Planning Department will be working in conjunction with the APG on how to move forward with building renewals. There were a number of different ideas and questions raised in regards to P3's and community housing. Other questions raised included and not limited to:
  - How to move ahead with cutbacks/limited funds from the City?
  - How will they make the determination and where are we in the queue?
  - Oscar asked, "what happened to the list of facilities renewal? Has it been overlooked for this new strategy? Who are the consultants the city has hired and who are advising the city and what is their link?"
  - David noted that documents we found from the late 1990s and 2001 will be referred back to as the foundation documents. They will utilise them in the current process to move ahead as an extensive amount of research across many community centres and community facilities was conducted.
- PB wants a renewal plan that is based on VanPlay, city needs and all community stakeholders. This process is supposed to solve the needs of everybody. Other variables to consider that will play a major factor in this renewal strategy are demographics and where people are living in the city, population growth and socio-economics factors. The Planning Department is to report to the PB in September.
- Only two Centres have been renewed since the Olympics. Anything else that was done was through federal funding.
- Kathy will continue to attend these meetings and will report back in due course.

#### **6.5 Communities for Climate Hope (C4CH) update - Kathy**

Included in the Board package was a refinement of the C4CH report and Executive summary that was presented to the APG. It is the hope of the organisers that each association will review the summary report and select some projects they can do that will be effective in their community.

- According to feedback from the APG, there seemed to be no appetite to move forward with signing the motherhood statement. Kathy will go through the document and identify a few projects that will suit Kerrisdale.
- The Executive Committee has set a goal to do something to promote some climate change. If a sub-committee is struck, Keiko would be interested to join.
- Kathy asked each committee to review the report and choose initiatives they can achieve. David suggested that when the board gets back together in the fall, to take a tour around the community centre to reconnect with the facility.
- The C4CH will be discussed further at the Executive Committee and be brought back to the board.

**6.6 Board BBQ in September** - Kathy

The Board BBQ will proceed at the community centre only if we have the full support of the PHO, staff and subject to alteration if things do not go to plan.

- An ad-hoc committee was struck comprising of Robert, Kathy, Keiko, (Kathy will ask Emma). The committee will decide on what the event will look like and set a budget. Our September board meeting is on the 22nd.

**6.7 2021-22 Committee Goals** - Kathy

A request for all committees to submit their goals by the September Board meeting was announced.

**7. Adjournment**

The meeting adjourned at 8:27 pm

**9. NEXT MEETING:** Wednesday | August 25, 2021 at 7:00 pm online.

**UPCOMING MEETINGS AND EVENTS:**

|                      |                                     |                |                                |
|----------------------|-------------------------------------|----------------|--------------------------------|
| Pool and Arena       | Wed 30 Jun - 4:30 pm                | Communications | Thur 22 July, 19 Aug - 7:00 pm |
| Youth                | Wed 7 Jul, Aug 11 - 7:00 pm         | Board BBQ      | Tue 27 Jul, 6 Aug - 2:00 pm    |
| Building Maintenance | Mon 12 Jul - 5:00 pm                | Program        | Wed 4 Aug - 6:30 pm            |
| Finance              | Tue 13 Jul, 18 Aug - 7:00 pm        | Executive      | Wed 11 Aug - 7:30 pm           |
| APG                  | Thur 8 Jul & 9 Sept                 |                |                                |
| Park Board           | Mon 5 & 19 Jul (no meetings in Aug) |                |                                |

*These minutes were approved by the Board of Directors.*

SIGNED BY CHAIR OR SECRETARY \_\_\_\_\_ INITIALS \_\_\_\_\_