

Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 27 October 2021 at 7:00 pm | Hybrid: In-person & Zoom Online

MINUTES

Present: Kathy McKay (chair), Kathleen Bigsby, Humaira Akhtar, Oscar Bisnar, Robert Lockhart, Morag Pansegrau, Mani Bala, Joshua Yoon, Joyce Fung, Dorothy Chang, Anne Monahan, David Eaton
Regrets: Fred Jay, Keiko Honda, Jonathan Cheung, Emma Vinnitsky, Edward Quan
Guest: Alistair Eagle
Staff: Ian Broadbent, Shannon Brown and Bernard Lee
Commissioner: John Irwin
Recorder: Alison Verghese

1. Call to order and Welcome

The meeting was called to order at 7:03 pm from the Board office at the community centre in the first test trial under a hybrid model. Attending in-person was Kathy, Alison, Ian and Shannon.

Kathy welcomed Alistair Eagle, our new Community Member on the Community Engagement Committee to his first meeting of KCCS Board of Directors as a guest.

1.1 APPROVAL OF AGENDA

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

2. STANDING ITEMS

2.1 2021 Summer Day Camp Report - Shannon

The 2021 Summer Day Camp report was circulated to the Board before the meeting. Shannon presented the highlights from this year's program that was located at Cyclone Taylor Arena from July 5 to September 3.

- Up to 50 children attended the camps each week, along with 9 staff (8 Leaders and 1 Daycamp Manager)
- The total capacity was 96% full with a total of 443/450 participants for the 9-weeks program. One third of the participants were returning campers week-to-week.
- Some in-person activities included: Rock n Beau, Mike's Critter, a balloon artist, a puppet show, Oceanwise with the Vancouver Aquarium and Mad Science. We also collaborated with the KCC Youth Leaders who organised a Sports Day for the Summer Day Camps.
- Some virtual activities included: a virtual tour of a Fire Hall and working with owl rehab and getting to see some eagles online.
- Some mini out-trips included visits to Maple Grove Pool, Connaught Park Spray Park and walks to local playgrounds around the Kerrisdale community.

The financial details can be found in the report but with no further questions, Shannon left the meeting at 7:15 pm.

2.2 2021 Maple Grove Pool Report - Bernard Lee

The 2021 Maple Grove Pool report was circulated to the Board before the meeting. Bernard reported that the outdoor pool was opened every day from June 15 to September 6 from 11:30 am to 7:00 pm. It operated under a similar model to last year with some modifications as follows:

- A new computer system that had ActiveNet and a debit card machine was installed. Ticketleader was recommended to improve customer service and the flow of people coming through the turnstiles.

- Attendance compared to pre-Covid was generally up, especially over the weekends. There were a number of rainy days and while participation rates are lower than the seasonal average, there was an improvement from previous seasons. The pre-registration enhanced participation as spots were competitive to secure and there were no refunds.
- Swim sessions were 90 minutes with a 30-minute break in-between for cleaning and exit/readmissions. There were four sessions per day with approx. 150 people per session with up to 20% drop-ins permitted.
- The Concession was not available due to the public health order restrictions.
- There were minimal issues with staffing with 20+ lifeguards available to cover all shifts.
- Music in the Park & Maple Grove Day were cancelled due to PHO's Events and Gathering order.

Bernard thanked the Society for continuing to support the Special Events at Maple Grove and left the meeting at 7:15 pm.

2.3 Commissioner's Report

John provided a summary of Park Board (PB) activities over the past month and fielded questions:

- PB are renewing the Park Rangers' service model and are asking the City for \$1.8m to cover a doubling of Park Rangers to deal with the No Feeding Wildlife bylaw and other issues they are dealing with. They are also working on policy to allow the rangers to have more enforcement powers to issue fines.
- PB plans to increase public education to get people to understand that feeding ducks, geese or birds often leave food behind to attract coyotes and makes them used to being around humans, which is part of the problem. PB's goal is to enforce its way out of repeating the cull of coyotes in Stanley Park.
- PB approved of continuing work on daylighting Canyon Creek that is located by Spanish Banks.
- The budget is happening under in-camera sessions.
- PB have approved a proposed strategic plan with Van Dusen to align under a joint operating agreement in 2022.

John is looking forward to attending the Board meetings in-person once technical issues have been rectified. He left the meeting at 7:20 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)

5. ITEMS FOR DECISION

5.1 Approve the Consent Agenda – Chair

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

David arrived online at 7:20 pm

5.2 Deloitte Tax Review Report to GST – Robert

Several supporting documents were included in the agenda package for review before the meeting. Robert summarised the issues as follows:

- The City contracted Deloitte to do a determination of GST responsibilities and they came back with recommendations that certain actions with Community Centre Associations (CCAs) were subject to GST.
- The two most concerning are reimbursement of PB Group 1 staff salaries and PB Operating Fee.
- There have been discussions from several CCAs, including Kerrisdale and others that we disagree with the recommendations that came from Deloitte.
- The potential cost is roughly estimated between \$20-40K for us each year. If we do not get credit for GST under the filing system that exists, then we would have to pay the whole 5%. If we get credit for the ITC payment system, we would be charged 2.5%. The requirement for charities to file is very restrictive for when the ITC can be applied for.

MOTION: Moved by Kathleen and seconded for the Board to approve Kerrisdale's participation in a collective analysis of the accuracy of the Deloitte report as it applies to community centres, in particular, the staff cost recovery and administrative fee, with the understanding that this will involve professional fees. **CARRIED**

It was noted that the cost of professional fees is currently unknown.

5.3 Advertising by External Organisation on KCCS Publications/Media – Kathleen

Kathleen spoke to and fielded questions on a new policy that was drafted by the Communications Committee in response to requests that we have had over the last year to post information on our website and social media platforms.

- The Committee felt rather than treat every request as a one-off, it was important to have consistency and consider each request based on the five factors that form the criteria for decisions across all Board Committees.
- The policy applies to all media platforms, which have been defined in the document and includes our bulletin boards, printed brochure and electronic media.
- The policy addresses requests for free postings and as a general rule, we do not advertise for "for-profit organisations" on any of our media platforms.
- There was a question about other community centres charging PB for promoting swim schedules and pricing in their brochures. Kathleen noted that in her research, she found this to be untrue and PB would not be considered an outside organisation as we work under a joint operating agreement.

MOTION: Moved by Robert and seconded to accept the new Advertising by External Organisation on KCCS Publications/Media policy as presented. **CARRIED**

6. ITEMS FOR DISCUSSION

6.1 Board Meeting Attendance – Kathy

Kathy drew attention to Clause 24 of our Bylaws that was circulated in the agenda for information. The clause addresses Board meeting attendance and the requirement for a Director or Officer to be in good standing on the Board. Kathy acknowledged it has been a challenge to keep track of people's attendance over the past 19 months and gave a gentle reminder that if anyone should be absent from a Board meeting, to send Alison or herself a note before the start of the meeting.

It was observed that Committee meetings also matter and are not addressed in our bylaws for absenteeism. Anne noted that the Seniors Council will ask its member to resign if they do not show up for five meetings. This has never happened.

6.2 Committee Goals Update – Kathy

Annual Reports will be due mid-January, 2022 for distribution to our members at the February 16 AGM. Committee chairs were reminded again to submit their goals and/or progress by the end of the year. Kathy noted that the Rental Committee goals are still pending.

6.3 KCC Parking Lot Concerns – Anne

Ian's email addressing Anne's concern about parking lot issues was included in the agenda package for discussion. Anne spoke to the items to seek clarity and direction for seniors' volunteers and community users.

- Some seniors were distressed to find a notice on their car they thought was a parking ticket. The notice is part of an initiative that was discussed at the Executive Committee to make people aware that the lot was only for centre users. The same notice is on the signage so there is no difference to what is already written. Anne received complaints from seniors who use the centre for more than 3-hours and concerns that their cars will be towed if they overstayed the maximum.
- Ian explained that towing is a last resort and the main thrust of the notices is to target the non-patrons who are not accessing the community centre or library and using the lot for free parking. To curtail this

behaviour, staff will be putting parking notices on every vehicle parked in the lot every four hours, three times a day for two weeks to try to reduce the number of people abusing the parking lot. Our whole approach is to start with these notices and then raise them to record license plates to identify cars that are parking long-term that we will tow.

- Anne noted this was tried before Covid and arranged to meet with Ian offline to discuss other solutions.

7. Pending Items

Not discussed

8. Adjournment

The meeting adjourned by Robert at 8:05 pm

9. NEXT MEETING: Wednesday | November 24, 2021 at 7:00 pm | Hybrid: In-person & Zoom Online

UPCOMING MEETINGS AND EVENTS:

Communications	Tue 1 Nov - 7:00 pm	Finance	Tue 9 Nov - 7:00 pm
Youth	Tue 2 Nov - 7:00 pm	Executive	Wed 10 Nov - 7:30 pm
Program	Wed 3 Nov - 6:30 pm		
Park Board	Mon 15 & 29 Nov	APG	

These minutes were approved by the Board of Directors.

SIGNED BY CHAIR OR SECRETARY _____ INITIALS _____