

**Board of Directors Meeting**  
**of the**  
**Kerrisdale Community Centre Society (KCCS)**  
**Wednesday, March 23, 2022 at 7:00 pm | Zoom online**

**MINUTES**

**Present:** Kathy McKay (chair), Kathleen Bigsby, Humaira Akhtar, Morag Pansegrau, Joshua Yoon, Dorothy Chang, Keiko Honda, Miran Aziz, Jonathan Cheung, Edward Quan, Kevin Pohlmann, Claire Cheung, Rafid Haq, Anne Monahan, Oscar Bisnar (arrived at 7:11 pm), Wendy Ma (arrived at 7:18)

**Regret:** Mani Bala

**Absent:** Fred Jay, Joyce Fung

**Commissioner:** John Irwin (arrived at 7:12 pm)

**Staff:** Ian Broadbent

**Recorder:** Alison Verghese

**1. Call to order and Welcome**

The online meeting was called to order at 7:02 pm. Kathy welcomed new and returning members to the new Board's first meeting for 2022-23.

**1.1 APPROVAL OF AGENDA**

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

**2. STANDING ITEMS**

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

There were only a few items to report on this month due to Spring Break:

- The Canadian E-Fest special event at Creekside Park was approved in February.
- Discussion over the Capital Budget is ongoing.
- The waiting and prioritisation of Community Centre renewals has happened, and instead of two or three centres being renewed each capital cycle, there will only be one.
- Most Centres were in favour of the mandatory vaccination policy. Only two or three CCAs had difficulties.

John responded to a question from his January report about the co-management of Parks in our jurisdiction and noted that engagement with the Musqueam had not started yet. He was not 100% sure of all the parks within the Kerrisdale catchment except for Maple Grove Park, Centennial Park and half of the track and field grounds at Point Grey Secondary that is shared with the VSB. He will check back on others he may have missed.

John left the meeting at 7:21 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 February 23 - Kathleen**

There was concern about the wording of the Seniors Council Chair at item 5.4, which describes Anne Monahan as the incumbent chair when in fact, she is the past chair. The Seniors Council has not elected a chair since February 2019, so there is no incumbent.

**MOTION:** Moved by Kathleen and seconded that the wording for the chair is changed from "incumbent" to "past."  
**CARRIED**

Alison will amend the wording in the board minutes as discussed.

#### 4.2 Item 3.3 Executive Committee Minutes of March 9 - Oscar

There was concern about why we are looking to hire staff to facilitate the drop-in pickleball program at item 4.5, when volunteers can do the role. Dorothy and Ian responded and noted:

- This action was discussed at the March Program Committee meeting and brought to the Executive because of recent complaints from several concerned pickleball players.
- It would maintain a more substantial staff presence in the gym for other patrons as there is a perception of authority from an ad-hoc group that has formed privately to advocate for change to the current program.
- The staff person will be present to reinforce the community centre's position on the program. It is a temporary strategy to address behavioural issues causing some of the complaints and support the current facilitator/organiser on an as-needed basis. There was not a budget set.

Action will remain at Ian's discretion. He will connect with Oscar offline in more detail.

### 5. ITEMS FOR DECISION

#### 5.1 **Approve the Consent Agenda** – Chair

**MOTION:** Moved by Humaira and seconded to accept the consent agenda without Item 3.1 as presented. **CARRIED**

#### 5.2 **Election of Officers 2022-2023** – Past President

As a past president, Oscar stepped in to lead the election of officers for the coming year. The executives recommended a proposed slate along with calls for other nominations from the floor, which Oscar called for three times for the following positions:

**President:** Kathleen nominated **Kathy**, and she accepted.  
**Vice Presidents:** Kathy nominated **Humaira and Dorothy**, and they accepted.  
**Treasurer:** Morag nominated **Kathleen**, and she accepted.  
**Secretary:** Kathleen nominated **Morag**, and she accepted.

All five positions were filled by acclamation, and Oscar congratulated the new Executive Board.

#### 5.3 **Community Members 2022-23**– Kathy

There are four returning and one new community member who ran in the election of directors this year with expressed interest to serve on the following committees:

**Arena & Pool:** Eilis Wong  
**Program:** Jim Hall, Eilis Wong  
**Community Engagement:** Alistair Eagle  
**Youth:** Kira Yoon, Juno Yoon

**MOTION:** Moved by Morag and seconded to approve the four returning and one new community member to their assigned committees as presented. **CARRIED**

There was a brief discussion on how community members are recruited to our Board Committees. Society members are encouraged to apply through the chair of the committee they wish to serve on or by recommendation from a Board member. A CV and brief introduction is then brought forward for Board approval.

#### 5.4 **Appointment of interim Executive Director** – Kathy

The Executive Committee is continuing its initiative for renewal to invite two members at large to serve as interim executives for 6-months; April to September and October to February. There are no prerequisites, and new board members can apply to participate in the operations of the Executive Board. Kathy called for interest, and there was no response. She will give everyone a chance to think about this opportunity in the coming weeks.

#### **5.5 Approval of Bank Signing authorities – Kathy**

The Board must assign the signing officers for the Society each year. Therefore, with the Executive Committee's endorsement, the Finance Committee recommends the following five (5) signing authorities for 2022-23: Existing members are Kathleen Bigsby, Oscar Bisnar and Kathy McKay, with an additional two new members, Edward Quan and Dorothy Chang.

**MOTION:** Moved by Kathleen and seconded to appoint Dorothy, Edward, Kathy, Oscar and Kathleen as our bank signing authorities for 2022-23. **CARRIED**

Kathleen thanked all those who volunteered and will start the process to notify the banks formally.

#### **5.6 Committee Assignments 2022-2023 – Kathy**

There were extended discussions on the committee assignments and agreement to retract the document presented in the package. Kathy will confirm the placements on a couple of committees in question offline and send the document out again for electronic approval.

### **6. ITEMS FOR DISCUSSION**

#### **6.1 Committee Goals Setting – Kathy**

All committees are to set 3 or 4 achievable and measurable goals at the start of the new year. The committee chair will submit a progress report in the fall and final outcome in the Annual Report to the membership at the next AGM. Those committees with new directors should take some time to make them aware of the goal-setting process.

Once the committee assignments are confirmed, the past chair or former members will need to assist in calling the first meeting under the committee's terms of reference for a handover.

#### **6.2 KCCS Communications Assistant & Accountant – Kathleen**

We are just about at the end of this hectic process of replacing two key Society employees:

##### 6.2.1 Communications Assistant position:

- The hiring panel (Duncan Ainslie, Joshua Yoon, Jon Cheung and Kathleen Bigsby) has made an offer that has been accepted. Kathleen thanked Duncan Ainslie, a Community Member on the Communications Committee, for his excellent service in screening applicants and being involved in the interviews.

##### 6.2.1 Accountant's position:

- The Finance Committee has made an offer to one of the candidates and is waiting for a response. Kathleen thanked the members of the Finance Committee, who were diligent in their interviewing and follow-up of candidates.

#### **6.3 2022 BCRPA Conference – Kathy**

The budget and criteria for attending this year's BCRPA conference were discussed and recommended to the Board by the Executive Committee from their meeting in March:

- Only directors who have served more than a year on the Board and established members who have not been recently can attend. Edward and Kathy were interested in the full conference in Whistler on May 4-5.
- Humaira expressed interest in attending the virtual conference on April 27.
- There was no further discussion on the conference quota with space for three more attendees at the virtual. Kathy called for interest from the floor, and there were none.

**MOTION 1:** Moved by Kathleen and seconded to approve sending Edward Quan and Kathy McKay to the 2022 BCRPA Conference in Whistler. **CARRIED**

**MOTION 2:** Moved by Kathy and seconded to approve Humaira to attend the 2022 Virtual conference. **CARRIED**

Delegates attending the BCRPA events will submit a report to the Board on return from the conference. Alison will register the approved delegates before tomorrow's deadline for the early bird discount.

**6.4 APG Board Development Workshop – Kathleen**

Kathleen spoke to and fielded questions about the Board Development program that was included in the package.

- As a City of Vancouver-wide workshop, those attending will be able to meet board members from other Community Centre Associations (CCAs) from across the city. The program is designed to cover topics that would appeal to both new and experienced board members with various sessions delivered by experienced presenters.
- The venue holds a maximum capacity of 100 people and we have budgeted up to 8 members to attend.

The online registration is not yet ready and should be released next week. Kathleen urged those interested to book early to secure a spot or advise Kathy or Alison.

**6.5 Kerrisdale Days - Saturday, April 30– Kathy**

For the past few years, we have set up our booth in front of TD Bank on the corner of 41st and Yew Street for the annual Kerrisdale Business Association (KBA) street fairs in Spring and Fall.

- Kathy has been in touch with the new TD Bank Manager and we are waiting for her reply.
- There was a discussion on the theme, and there was a consensus to target Youth programs and activities.
- Alison will send out a sign-up sheet for Board members to volunteer 60 to 90 minutes to help promote the community centre. There is promotional material and swag to hand out and plenty of people to talk to on this festive day in Kerrisdale.

**7. Pending Items**

None discussed.

**8. Adjournment**

Oscar called an adjournment, and without further discussion, the meeting adjourned at 8:26 pm.

**9. NEXT MEETING:** Wednesday | April 27, 2022 at 7:00 pm online (TBD)

**UPCOMING MEETINGS AND EVENTS:**

Communications	Mon 4 Apr - 7:00 pm	Executive	Wed 13 Apr - 7:30 pm
Youth	Tue 5 Apr - 6:45 pm	Board Development	Fri 15 Apr - 5:00 pm
Program	Wed 6 Apr - 6:30 pm	Pool & Arena	Wed 20 Apr - 4:30 pm
Finance	Tue 12 Apr - 7:00 pm	CEC	Thu 21 Apr
Park Board	Mon 11 & 25 Apr	APG	Wed 6 April & Thur 7 April

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

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