

Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 27 March 2022 at 7:00 pm | Zoom online

MINUTES

Present: Kathy McKay (chair), Kathleen Bigsby, Humaira Akhtar, Oscar Bisnar, Morag Pansegrau, Mani Bala, Joshua Yoon, Dorothy Chang, Joyce Fung, Jonathan Cheung, Edward Quan, Wendy Ma, Miran Aziz, Kevin Pohlmann, Claire Cheung, Rafid Haq

Regrets: Keiko Honda, Fred Jay

Guests: Sadaf Eghtesadi, Sheila Hansen

Commissioner: John Irwin

Staff: Ian Broadbent

Recorder: Alison Verghese

1. Call to order and Welcome

Kathy called the online meeting to order at 7:03 pm and welcomed everyone, especially our new staff members, who spoke briefly about their backgrounds:

Sheila Hansen: New Communications Assistant 20hrs a week (10-hrs onsite and 10-hrs remotely)

- Has a background in editing, writing and journalism. She has worked on all different subject matters, from consumer to trade and various types of platforms like magazines and digital. Sheila has a BA from UBC and Cert. in Journalism from Langara.
- She looks forward to bringing her skills to the Society as she settles into the third week on the job. Her email is: communications.kccs@gmail.com

Sadaf Eghtesadi: New Accountant – 30hrs a week (Tue & Fri onsite and the other two days remotely)

- She is a CPA and has worked in the industry for over 20-yrs with experience in an NFP organisation.
- Kathleen had the privilege to work with her over the past three weeks, which has been very pleasant and productive. Expense claims and committee budgets can be obtained via email: kccs.finance@gmail.com

Sheila and Sadaf are looking forward to meet everyone in person and left the meeting at 7:10 pm.

1.1 APPROVAL OF AGENDA

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

2. STANDING ITEMS

2.1 PB Commissioner's Report - John

- The Community Centre Strategy policy has been passed. It is a long list that has 11 citywide centres in need of renewal, of which we are 8th. The Commissioners asked for more flexibility in using Development Cost Levies (DCL) and Community Amenities Contributions (CAC) for updating buildings. There were lengthy discussions about the age of buildings, especially those with seismic issues, which John hopes will be escalated in the process so that these community centres, like ours, are still standing after an earthquake.
- John also elaborated on the difference between DCLs and CACs for information:

- **DCL:** are cost levies for local and citywide developments at approx. \$10/sq. ft. of buildable space. This goes to fund community amenities like community centres, parkland, new pools, parkland acquisition, daycare centres, etc.
- **CAC:** are charges incurred by developers for rezoning projects in the local neighbourhood. We benefited from this when our pottery studio and some of the renovations downstairs were built using local CACs from the Arbutus Gardens Townhouse and Condo Development at 33rd Ave and Arbutus.

John 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

Kathy reminded everyone of the importance and job of reading through the consent agenda's contents. In the past, each chair presented their report, which took a lot of time and left minimal meeting time for vital discussions and decisions. The consent agenda was introduced in 2015 to expedite board meetings and was not meant to be a rubber stamp on all reports. Directors are responsible for being familiar with the contents of the consent agenda and asking questions or flag items for clarification if required before the motion is voted on.

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

5.2 Summer Board Party – Kathy

A summary of the past 5-years' Summer Board Parties (previously known as the Board BBQ) was circulated for review and discussion. Kathy added some historical background and noted:

- She hopes the event is moved back from August to mid-July because the weather is better.
- The Seniors' Multi-purpose room will be available if we cannot host it in someone's garden.

An ad-hoc committee was formed with Wendy, Kathleen and Miran volunteering. They will decide on the date, theme and catering for this year's event for all Board members and staff. Kathleen kindly volunteered to host.

5.3 Youth Committee Community Member – Joshua

Wen Wong's CV was circulated separately to the agenda package for review. Joshua spoke about his experience collaborating with Wen on the Youth Committee and fielded questions. Wen is a retired pharmacist who has a knack for fixing technical issues. He volunteered in April and led a Youth/Senior Technology workshop, which was very successful and has also attended a couple of Youth meetings as a guest. Everyone has had positive feedback and, if approved, hopes to continue leading technical workshops as a facilitator moving forward.

MOTION: Moved by Joshua and seconded to approve Wen Wong's appointment to the Youth Committee as a Community Member. **CARRIED**

5.4 KCCS 80th Year Celebration – Kathy

A copy of the original Certificate of Incorporation was circulated in the package, which Alison found in the archives. KCCS started as The Point Grey Community Centre Society on January 6, 1943, making our Centre 80-yrs next year. We must set a budget to commemorate, celebrate and promote the Centre today.

Some ideas for the lead-up to the promotion and marketing included:

- A big birthday cake in the lobby with a "spin the wheel" raffle about the history of the Centre and local neighbourhood;

- Posters, photos and notices on the bulletin boards, creative pricing with an “80” in it, trinkets and passes;
- Produce an anniversary or commemorative logo and merchandise like T-shirts, and reach out to “Nostalgia Vancouver” on Facebook and other social media platforms to help promote this occasion.

Kevin, Miran, and Kathy volunteered to work closely with the Executive to form the ad-hoc committee.

6. ITEMS FOR DISCUSSION

6.1 Kerrisdale Business Association (KBA) Carnival Days - Sat April 30 – Kathy

The volunteer signup sheet was circulated for this weekend's Carnival Days. There are enough people for the setup and morning shifts, but we need more from midday and lunchtime. Kathy provided more information about the event and recruited more volunteers to cover until 2 pm.

- The weather is still changeable this weekend, and we will have a canopy set up in case of rain. The setup will be in front of TD Bank on 41st Ave and Yew.
- We will have swag, flyers and brochures to give away and focus on all programs and activities, especially those needing a boost like private rentals, and remind everyone the Centre is open!

Claire, Rafid, Kevin, Mani, Kathleen and Kathy have volunteered for the day and hope for a big turnout of people on the streets for this annual KBA-sponsored event in our community.

6.2 Seniors Council Renewal update - Kathleen

We currently do not have an elected Seniors Council and have an initiative led by Kathleen to renew and revitalize it. A campaign promoting the Council included a blurb in the Seniors Monarch, notices posted around the Seniors Centre, and around 1.6K Society members over 55-yrs contacted via our e-newsletter about the opportunity to stand for election.

Seniors programming is essential, with 22% of our population in this community 65-yrs and over, according to the 2016 Canada stats. We aim to attract new people who may not have been involved in any policy role in the Seniors Centre. The age range is quite broad, from 55-yrs to over 100-yrs who are showing as members on our membership list. It is a considerable span of interest and experience, and we want to ensure that the Seniors Council is representative of this range and can bring some creativity to the Centre's programming ideas and activities.

- So far, we have received five nominees and are seeking more for the 9-member Council. Nominations will close May 4, after which an information sheet with the list of candidates will be prepared and circulated on our website/social media and in-house.
- The elections will take place over two days, between 10 am – 2:00 pm, on May 16 and 17. Kathy and Dorothy volunteered to help with the polling on Tuesday, May 16, with 2-hrs shifts each. Kathy asked if anyone had 2-hrs to spare on Monday, May 17, to email Kathleen as she could use the help.

6.3 KCCS Directory 2022-23 – Alison

The proposed KCCS Directory is still in draft form pending the Seniors Council members and chairs of committees. It was noted that Wendy is not on the Parks Committee and the Nominating Committee requires one more member. Alison will make the reported changes and send the final version by mid-May.

6.4 Building Maintenance Committee – Humaira

The Building Maintenance Committee, in its Terms of Reference, must liaise with other Board Committees of the Society to ensure the building, furnishing, supplies, and equipment meet their requirements. Humaira prepared four questions and a comments section in a questionnaire circulated for chairs to complete by the end of May. However, as most committees continue to meet online and are not in the physical space, Humaira suggested that perhaps ideas and recommendations would also be appropriate.

6.5 APG Workshop | May 14 – Kathleen

Only three Kerrisdale Board members have registered to attend this workshop on Saturday, May 14, from 9:00 am to 3:30 pm at Van Dusen. Kathleen was disappointed that so few from our Board were attending and refreshed everyone's memory from the range of topics in the eight separate concurrent sessions:

- Understanding Financial Statements;
- Increasing Diversity on the Board and Centre Programs;
- Orientation of New Board Members;
- How to make Board Operations more Effective;
- Strategic Planning and Needs Assessment on Community Needs and more.

Registration will be open for another week, and Kathy strongly encouraged new board members to attend as this will probably not be available next year.

6.6 All Candidates Meeting at Kerrisdale – Kathy

There were discussions to gauge interest in hosting an All Candidates meeting for the upcoming Civic Election on October 15. Following discussions, there was a consensus to host a Park Commissioners meeting in the auditorium since we are in a Joint Operating Agreement (JOA) with PB.

As the centre of our community, we are responsible for holding these important events. We usually get a good turnout, but it is not a small undertaking:

- We will need to coordinate with other centres and check what Dunbar CC and Van Dusen are doing;
- We need to book the auditorium and organise the AV equipment;
- Manage question periods with many hot topics from Community Centre Renewal, Bike Lanes, the Seawall, Coyotes, Swimming Pools, Alcohol in Parks and more issues that would attract a good turnout.
- Recruit youth volunteers to help set up and take down.

7. Pending Items

None discussed.

8. Adjournment

Humaira called an adjournment, and without further discussion, the meeting adjourned at 9:36 pm.

9. NEXT MEETING: Wednesday | May 25, 2022 at 7:00 pm online

UPCOMING MEETINGS AND EVENTS:

Youth	Tue 3 May - 7:00 pm	Communications	Tue 10 May - 7:00 pm
Program	Wed 4 May - 6:30 pm	Finance	Tue 10 May - 7:00 pm
		Executive	Wed 11 May - 7:30 pm
Park Board	Mon 16 May	APG	Thur 12 May

These minutes were approved by the Board of Directors.

SIGNED BY CHAIR OR SECRETARY _____ INITIALS _____