

**Board of Directors Meeting**  
**of the**  
**Kerrisdale Community Centre Society (KCCS)**  
**Wednesday, September 28, 2022 at 7:00 pm | Hybrid**

**MINUTES**

**Present:**           **In-person:** Kathy McKay (chair), Joshua Yoon, Miran Aziz, Kevin Pohlmann, Richard Dopson, Kathleen Bigsby, Edward Quan, Keiko Honda, Fred Jay  
                          **Online:** Humaira Akhtar, Dorothy Chang, Wendy Ma, Mani Bala, Claire Cheung

**Regret:**           Morag Pansegrau, Rafid Haq, Oscar Bisnar, Jonathan Cheung, Joyce Fung, John Irwin

**Staff:**             **In-person:** Ian Broadbent, Anson Siu

**Recorder:**       **Online:** Alison Verghese

**1. Call to order and Welcome**

Kathy called the hybrid meeting to order at 7:05 pm.

**1.1 APPROVAL OF AGENDA**

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

**2. STANDING ITEMS**

**2.1 Maple Grove Pool Report – Anson Siu**

The 2022 Maple Grove Pool Report circulated in the agenda package was presented by Anson. Maple Grove Pool had a reasonably good year with no substantial challenges or issues. Highlights included:

- This year's most significant change was operations management, which moved from indoor to outdoor aquatics. In addition, the pool was staffed by CUPE15 indoor lifeguards and not just Kerrisdale Pool guards. Due to City-wide staffing shortage, there was a challenge in staffing cashiers and lifeguards, but there was no impact on operations.
- The continuation of the online ticketing system (MyZone Tickets) introduced last year significantly helped to decrease lineup times by moving away from cash payments to online reservations and payments by credit/debit card.
- The reserved sessions continued from 2021 but increased from 90 to 120 minutes to allow patrons to have a full-length swim and to align with the other outdoor pools' swim session durations. In addition, the reserved sessions give opportunities for more patrons to utilize the facility and allow for cleaning in between sessions.
- The staff team had 25 CUPE-15 staff, many of whom also work at Kerrisdale Pool.
- The pool was in operation for 83 days from June 15 to September 5, seven days a week. One session was cancelled due to a pool foul and four days of rain which saw next to no swimmers.
- The concession is still unavailable and has not resumed since 2019.
- The heat exchanger was replaced this year, and no other major upgrades are planned.

**Special Events:**

- **Music in the Park** was scheduled on Fridays from 6:30-7:30pm. Three of the dates occurred in July and the other was postponed to August due to rain. Each of the four events had over 40 people in attendance. Our local artists provided a variety of music with Caribbean beats, children-friendly, acoustic music, and country/folk music. Overall, the events were well-received by the attendees and artists, who were thankful for the opportunity provided by the Society.

- **Maple Grove Day** was held on a cloudy Saturday, July 17. Over 150 people enjoyed the festivities, which included live music, face painting, a balloon artist, games and arts & crafts led by our staff and volunteers. Also, returning this year was a visit from the Vancouver Fire Department. They showed up with a fire truck and firefighters. Overall, the event was well-received and brought many smiles to the families that came.

**Recommendations for next year:**

- Implementing an enterprise-level ticketing system for all outdoor pools and events as per Van Dusen, Stanley Park, so that the ticketing system is the same across the board.
- Increase the maximum capacity, which is currently 180 (150 registered/30 drop-ins), on the condition that additional shifts are covered by staff.
- Change Music in the Park from Friday to Sunday, starting July 9, as staffing was challenging on a Friday. If on a Sunday, KCC staff can supervise the event for the hour.

**2.2 Play Palace Report – Ian**

Meagan sent her regrets for being unable to attend, so Ian presented highlights from her report circulated in the agenda package:

- This year marked the return of Play Palace after a 2-year hiatus due to the pandemic.
- It operated for 19 weeks and was reduced by one week due to necessary maintenance.
- Private Party usage: 78% capacity for private parties (revenue to KCCS) or 130:166 packages sold. This was the highest since 2016, with 74% sold.
- Public Party usage: was consistent with what was happening before it was shut down for the pandemic.
- Revenue: \$26-27K over and above expenses.

Overall, the Play Palace was a success this year. The results show that the public had a keenness for its return and an evident demand specifically for the private parties.

**Recommendations for next year:**

- To operate the Play Palace the same as this past year.
- Operations will be reduced to 18 weeks due to scheduled roof repairs. Staffing costs will also be reduced.

Fred arrived, and Anson left the in-person meeting at 7:23 pm.

**2.3 Summer Day Camp Report – Ian**

Shannon could not attend as she is now working at Killarney, so Ian presented highlights from her comprehensive report, circulated before the meeting:

- This year's summer day camps are the first camps back at the community centre since 2019. Due to the pandemic, the summer camps were at the Arena and Maple Grove Park over the last two years.
- **Registrations:** The junior camps were 98% full, serving 254 children and the senior day camps were 96% full, serving 215 children.
- **Staffing:** Some challenges were managed well by Shannon and her team; however, these did affect the overall Canada Summer Jobs Grant reconciliation.

**Recommendations for next year:**

- Continue to build off this year's success and increase capacity next year. This year, there were 55 spots per week, last year 50 spots and the previous year only 25.

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

There was no report as John sent his regrets.

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)

Remove:

##### 4.1 Item 3.2 Building Maintenance Committee (BMC) Minutes - Richard

The Seniors Council would like to thank the BMC for overseeing the implementation of the new signs to the exterior of the building. However, as they were late in the process, Richard asked if it was possible to provide input and changes to the signage above the Seniors Centre. Humaira, chair of BMC, had no comment and asked staff to provide an update on the project's status:

- Ian reported that the mock-up was sent to the PB Design Shop shortly after the committee approved the design and size, which was adjusted to fit the awning and to assist people with vision impairments.
- The Seniors Council was concerned that the sign might be too light and not stand out. However, Ian noted that the sign is mounted on a white background and will stand out more than the mock-up shows.
- At this point, Ian assumes the sign may be finalised but, if not, suggested the SC can choose any of the four colours in the logo to align with the Society's branded image and colours.

##### 4.2 Item 3.4 Community Engagement Committee (CEC) Minutes - Keiko

Keiko elaborated on the origins of the Kerrisdale Playbook (KP) for the newer board members and; requested the Finance Committee reconsider its decision to cut funding to support and preserve the continuation of the platform and domain name: **kerrisdaleplaybook.org**

- Over the past 12 years, the CEC budget has been receiving annual funding to maintain the Kerrisdale Playbook. This website has never been presented as the communication of the CEC; it is the domain of an outside organisation.
- CEC is concerned about losing all the archival works and engagement tools if the domain name is not renewed. Keiko asked the Board to see the value of the Kerrisdale Playbook website, which costs approximately \$100-200 per year.
- Members of the Finance Committee commented that CEC had received notification of a budget meeting but did not attend nor make any objections when given the opportunity. The new budget was approved by the Board last month and there is no plan to reconsider the CEC's request.

#### 5. ITEMS FOR DECISION

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

**MOTION:** Moved by Kathleen and seconded to accept the consent agenda without items 3.2 and 3.4 as presented.

**CARRIED**

Claire arrived online at 8:00 pm

##### **Break 7:56 – 8:07 pm**

##### 5.2 **Volunteer of the Year** – Kathy

As discussed at last month's Board meeting, Kathy gave a recap of the background and presentation of the award.

- Richard, Fred and Kathleen volunteered to be on the Volunteer of the Year ad-hoc committee.

##### 5.3 **Nominations Committee** – Kathy

Work usually commences in November for this vital committee. Following discussions, eligible members Miran, Keiko, Josh and Claire volunteered to serve on the Nominations Committee.

##### 5.4 **6-Month Committee Appointment for Executive Internship** – Kathy

This position is open to members at large to get first-hand experience to see how the Executives work and to get input from newer board members. There were no takers six months ago and none again tonight.

**5.5 2023 KCCS Meeting Schedule – Kathy**

The Executive approved the proposed schedule included in the agenda package. Following discussions, Alison will make amendments as noted and circulate it to the Board.

**MOTION:** Moved by Keiko and seconded to adopt the 2023 KCCS Meeting Schedule as amended. **CARRIED**

**6. ITEMS FOR DISCUSSION**

**6.1 Park Board - All Candidates Meeting – Kathy**

The Park Board All Candidates meeting will be held in the auditorium on Monday, October 3, from 7-9 pm.

- There are 15 confirmed speakers from seven parties and one independent.
- Kathleen volunteered to be the Time Keeper; Youth volunteers will assist with setting up and take down; we also need board members to be Greeters and Question Sorters.
- The moderator has yet to be decided.

**6.2 KCCS Vision, Mission & Values Statement – Kathy**

January 2013 was the last time the Board approved the Vision Mission & Values Statement. Following discussions, there was a consensus to complete the review before the end of this year. Therefore, we will postpone this item to November as there is no meeting in December.

- Wendy, Mani and Miran volunteered to form a sub-committee to review the Statement.

**6.3 KCCS Committee Goals – Kathy**

There was a request for the following Committees: Arena and Pool, Board Development, Building Maintenance, Community Engagement, Community Garden, Parks, Rentals, Seniors Council and Youth to submit this year’s annual goals to Alison. Progress reports on these goals are due in November and will form the framework of the Annual Report, presented to the membership at the AGM.

**7. Pending Items**

None discussed.

**8. Adjournment**

There was a consensus to adjourn, and with no further discussion, the meeting adjourned at 8:31 pm.

**9. NEXT MEETING:** Wednesday | October 26, 2022 at 7:00 pm – hybrid (Seniors Craft Room and Zoom)

**UPCOMING MEETINGS AND EVENTS:**

Youth	Tue 4 Oct - 6:45 pm	Executive	Wed 12 Oct - 7:00 pm
Program	Wed 5 Oct - 6:30 pm	CEC	Thu 13 Oct - 7:00 pm
Communications	Tue 11 Oct - 7:00 pm	Pool & Arena	Wed 19 Oct – 4:30 pm
Finance	Tue 11 Oct - 7:00 pm	Building Maintenance	Mon 7 Nov - 5:00 pm
Park Board	Mon October 24	APG	Thu October 6

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

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