

Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 27 January 2021 at 7:00 pm | Via Zoom online

MINUTES

Present: Robert Lockhart (chair), Kathleen Bigsby, David Eaton, Humaira Akhtar, Kathy McKay, Oscar Bisnar, Morag Pansegrau, Mani Bala, Joshua Yoon, Emma Vinnitsky, Adam Dipinto, Dorothy Chang, Val Themens
Regrets: Anne Monahan, Edward Quan, Keiko Honda, Fred Jay, David Mordant, Mike Wu
Staff: Ian Broadbent
Commissioner: John Irwin
Recorder: Alison Verghese

1. Call to order and Welcome

The online meeting was called to order at 7:04 pm.

1.1 APPROVAL OF AGENDA

Additional items requested:

6.3 Youth Supervisor for the Youth Committee - Oscar & Joshua

6.4 Summer Jobs Grant - Robert

MOTION: Moved by Kathleen and seconded to approve the agenda as amended. **CARRIED**

2. STANDING ITEMS

2.1 Commissioner's Report – John Irwin

John wished everyone a belated happy new year and gave a brief summary of PB activities in January.

- Information from the Sustainability Department on the climate emergency response was received for the Green Operations and Climate Change Adaptation Strategy. It was very informative and is available on the CoV website for those interested. Additionally, the Dog Waste pilot program is underway with red bins allocated. The Sustainability department is also researching other ways of disposing of the waste.
- Kitsilano CC Heat Pump: The community centre did a heat exchange with the arena and managed to lower their heating costs and carbon emissions. David E. wanted to know more about this initiative, how it started, why Kits was chosen and who paid for it. John will make enquiries and get back to us.
- John confirmed that he will attend our AGM on February 17.

John left the meeting at 7:15 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.

5. ITEMS FOR DECISION

5.1 Approve the Consent Agenda – Chair

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

5.2 Audited Financials 2019-20 – Robert

Both the 1-page Statement of Financial Position and 15-page Audited Financial Report to August 31, 2020 that

was prepared by our auditors were circulated before the meeting for review and to verify that our financial affairs are in order for a non-profit. **MOTION:** Moved by Robert and seconded to accept the audited financials as presented. **CARRIED**

Robert and David M. will sign and send the document to the auditors to have the audit finalized.

- Robert clarified that one of our liabilities listed as "Due to Other Community Centre Societies" is money we are holding for other community centres for the Association President's Group (APG) Meeting Fund. For more than a decade, we have provided financial services to the APG.
- Our current auditors, Manning Elliot LLP has quoted us \$12,500 for next year's audit, which is a significant increase from this year's \$8,500. Our Accounting Manager has asked why the price has gone up especially as we have had 6-months of non-operations and our books are presented in good order. They stated the work required was more than they had estimated. As a result, we are in the process of looking for another two quotes and hope to have a recommendation for the AGM decided at the next Executive Committee meeting.

5.3 Proposed 2020-21 Master Budget – Robert

The proposed master budget presented in the agenda package is based on a 25-30% probable revenue, compared to normal operations that were approved by the Board.

- All Committees were asked to identify their core essential expenditures for the year based on this estimate. It has been tweaked several times and, as presented, can be used as a guiding document for the next 6-months, up to August 31. If major issues arise, they can be brought to the Board for refinement.
- We are currently running at a deficit and expect the year to run a loss of ~\$125K.

MOTION: Moved by Morag and seconded to accept the proposed 2020-21 Master Budget as presented. **CARRIED**

5.4 AGM Announcement & Agenda – Robert

The two documents proposed in the agenda package were discussed and will move forward for distribution. Alison will resend the AGM Notice to David E. to sign after removing the name of the auditor.

Robert did a quick summary of this year's AGM process and fielded questions:

- All participants attending the AGM need to be members of the Society. Lee Tarrant has taken steps to renew the membership of all directors, community members and staff. She has also pre-registered everyone on ActiveNet, where they will receive the e-package and Zoom log in details, the week prior.
- We will accept "a show of hands" on screen, for all voting items.
- We will run an online poll if more than 9 candidates are on the ballot. David Mordant and Mike Wu will not be standing for re-election. Robert is expecting a decision by acclamation as low attendance at the centre has resulted in limited opportunity to promote director's positions.
- Kathleen and David E. are the only executives eligible to give a verbal report on the nomination process. Unless we have other candidates on the ballot incumbents will not be required to deliver short speeches introducing themselves.
- Our former Centre Recreation Supervisor, Susan Mele and now Manager of Recreation has been asked to conduct the swearing-in of new directors.

5.5 2019-20 KCCS Annual Report – Robert

Prior to this meeting, the final draft of the 2019-20 Annual Report was circulated for review. The Chairs of each committee were asked to check the content of their committee report for accuracy and any last-minute changes. The Annual Report will be distributed electronically to all pre-registered attendees this year. It was noted that as the Finance Committee did not meet for 8-months, the financial information summarised in the Treasurer's Report will be sufficient.

5.6 KCC Year 3 Operations Fee – Robert

There were discussions and comments on the formal document from the Park Board that was included in the agenda package for our 2020 Operations Fee payment for Year 3 of the JOA term. Robert provided clarification as follows:

- The calculation is based on our financials for the past two fiscal years (2019-Yr2 @1% and 2020-Yr3 @2%) and has been presented to us as an invoice for payment. Unless there is disagreement under the terms of the JOA or the Society can prove financial hardship due to Covid related circumstances, payment would be expected.
- There has been previous dialogue through the APG about the Operations fee. During Year 3, the operating fee was to remain at the designated amount of 2%. Year 4 is waived because of Covid and Year 5 will be negotiated. This is based on the formula developed for the JOA unless CCAs can claim financial stress, which is not the situation at Kerrisdale.
- Funds that are generated from the Operations Fee are designated for community centre development. It cannot go into the City's or PB's general revenue bucket. Park Board is required to report on how these funds are spent.

MOTION: Moved by Kathleen and seconded to accept the Operations Fee payment to the Vancouver Board of Parks and Recreation for Year 3 of the JOA term as presented. **CARRIED**

6. ITEMS FOR DISCUSSION

6.1 Finance Monthly Reports for the period ending Nov 2020 – Robert

- Revenue for the month of November was \$13,721. From Sept 1, total revenue was \$25,798 for all programming, including online programming. By comparison with 2019, we are operating at a small fraction of revenue, less than 25%. Our estimate of revenue was optimistic, based on these three months.
- Net from Operations shows losses of \$4,168 in November and \$12,992 for the year. However, while revenue is down compared to last year, overhead expenses are also significantly lower.
- Specific Programming: revenues for all program areas are quite diminished compared to previous years. Program revenue parallels program registrations and as can be seen in Ian's in-person programming report we are attracting about 300 participants where we previously got 2,000 over a season.
- Online Programming: this is a necessary service that keeps our patrons engaged and our instructors employed but we are providing this service at a cost. It operates outside of the Community Centre, PB staff and the ActiveNet registration system. Expenses incurred include the hiring of staff to perform duties similar to those of a programmer, initial set up costs, reconfiguring our website and ongoing registration system fees.

Overall, our budget projects a loss for the year and current operating financials demonstrate a similar pattern. On the positive side, we are maintaining a presence and broad range of in-person programming, with the help of Ian and centre staff. We are encountering a significant amount of apprehension and concern from patrons who are anxious about being out in public. This condition extends across all community centres city-wide.

6.2 Last meeting of the 2020-21 Board – Robert

An expression of thanks was extended to two retiring Board members this year:

- **David Mordant** started his service with KCCS in 2018 as a Community Member in the Finance, Rental and Pool & Arena Committees. In 2019, he was selected as Treasurer and Chair of the Finance Committee, and he became an Executive Director. He has a broad knowledge of financial and investments matters. We wish David and his family all the best in his retirement.
- **Mike Wu** has been an active member-at-large for a number of Board committees (Community Engagement, Program and Youth) since 2019. Robert reported that Mike has applied for med school. We hope he is on his way to a very deserving and successful career in medicine.

6.3 Youth Supervisor for the Youth Committee – Oscar and Joshua

Prior to the pandemic, the Youth Committee had a direct liaison with Park Board employees who performed as Youth Leaders. Ian clarified that these staff, for example, Keith and Tara, held Group 1 part-time positions which are negotiable with the Society and their hours are based on operational needs.

- The Youth committee now has the requested budget to offer a 15-hrs/week x 28-week position starting late February or early March till August. The primary role of this "Youth Supervisor" is to head our Youth Leaders Program, which had been running successfully for years before Covid hit.
- There are not many volunteer programs like ours available to youth in schools where they not only gain credit for volunteer hours but increase their skills in terms of leadership, organisation and other professional skills. The priority for this committee is now focussed on online programs as an opportunity for youth to brainstorm with one another on how to best serve their community, especially during this difficult time.
- A couple of options were suggested including how to launch the Youth Online program through Webex, which is a platform that has been adopted by PB or connecting with our Communications Committee through which the Society's online programming is coordinated. Joshua will connect with Kathleen and the Youth Committee about the latter option and keep everyone on the Board in the loop about the measure of success of this program.

MOTION: Moved by Joshua and seconded to give financial support to hire a Youth Supervisor to work with the Youth Committee. **CARRIED**

Ian will coordinate with Shannon about this position and put out a call for interest. Joshua will reach out to youth that volunteer in previous years for comment.

6.4 Summer Jobs Grant - Robert

In addition to support for the Summer Day Camp workers for which we apply each year, the Executive Committee recommended applying for an additional position for an online program assistant. Last year we received funding for the extra Way finder's position that did not proceed because of Covid disruptions in the centre. This was later officially transferred to the online program assistant position that was supported through the fall.

MOTION: Moved Robert and seconded to authorize Shannon Brown to add the additional position to this year's Summer Jobs grant application that closes on January 29. **CARRIED**

7. Pending Items

None discussed.

8. Adjournment

The meeting adjourned at 8:22 pm

NEXT MEETING: March 24, 2021 via Zoom online

UPCOMING MEETINGS AND EVENTS:

Communications	Mon 01 & 22 Feb – 7:30 pm	Executive Committee	Wed 10 Feb – 7:30 pm
Program Committee	Wed 03 Feb – 6:30 pm	Executive Committee	Wed 10 Mar – 7:30 pm
Program Committee	Wed 03 Mar – 6:30 pm	BC Family Day	Mon 15 Feb
Youth	Tues 09 & 23 Feb – 7:00 pm	AGM	Wed 17 Feb – 7:30 pm
Youth	Tues 16 Mar – 7:00 pm	Park Board	8 & 22 Feb 8 & 29 Mar

These minutes were approved by the Board of Directors.

SIGNED BY CHAIR OR SECRETARY _____ INITIALS _____

**Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 24 March 2021 at 7:00 pm | Via Zoom online**

MINUTES

Present: Robert Lockhart (chair), Kathleen Bigsby, David Eaton, Humaira Akhtar, Kathy McKay, Keiko Honda, Oscar Bisnar, Morag Pansegrau, Mani Bala, Joshua Yoon, Adam Dipinto, Anne Monahan
Regrets: Emma Vinnitsky, Val Themens, Jon Cheung, Dorothy Chang, Edward Quan, Fred Jay
Staff: Ian Broadbent
Commissioner: John Irwin
Recorder: Paula Parman

1. Call to order and Welcome

The online meeting was called to order at 7:02 pm.

- Welcome to Paula Parman, who is joining as the Recording Secretary for a few months.
- Congratulations to Ian Broadbent for accepting the position as the Community Recreation Supervisor for the Kerrisdale Community Centre.
- Some sad news, Daisy Chin, who was the Director of Recreation for the City of Vancouver has passed away this past week. We will miss her smile and strong support for community centre associations.

1.1 APPROVAL OF AGENDA

No changes noted.

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

2. STANDING ITEMS

2.1 Commissioner's Report - John Irwin

John talked of his sadness in losing Daisy Chin, who was a great person to work with on a Board level. She will be greatly missed.

- Major park issues:
 - The Park Board passed the motion by Commissioner Demers on low-intensity turf maintenance. This motion will save financial resources that can be deployed elsewhere but also add ecological resilience. This is where the Park Board will continue to defer altering mowing regimes on certain appropriate turf surfaces so that it won't be everywhere. This will be tracked and will cut down the CO2 emissions from equipment, as not all of the equipment is electrical.
 - A new temporary bike path will be implemented on Park Drive in Stanley Park which should allow for more parking and better access to some of the Park partners. This data will be brought forward to support the full process that will happen towards the end of the year where the Park Board will decide on how they can reduce automobile traffic in Stanley Park.
 - Queen Elizabeth Park: there is a Master Plan of an Expression of Interest being circulated to redesign the park. Metro Vancouver will be repairing the reservoir in the park during the redesigning of the park. A motion was passed to advise the COV Planning team of concerns to protect the views of Queen Elizabeth Park. Some Park Board Commissioners expressed their concerns about losing potential housing there.
 - The Park Board managed to raise \$74k in donations for the Burn Fund despite the Stanley Park train event being cancelled. A 50/50 raffle and a full-length train ride video were put together to support the Burn Fund.

John left the meeting at 7:11 pm.

3. Items for Information (under the Consent Agenda) were circulated by email before the meeting.

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

4. MATTERS arising from the Minutes/Reports (Items removed from Consent Agenda)

None presented.

5. ITEMS FOR DECISION

5.1 Approve the Consent Agenda – Chair

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

5.2 Election of Officers 2021-2022 – Past President

Robert Lockhart announced that he will be stepping down as President.

- Kathleen Bigsby, Past-President, called for nominations for each position. Kathleen asked for nominations from the floor in addition to the slate proposed by the Executive.
 - **President:** Kathleen asked those present if there were any nominations for President of the Society for 2021-2022.
 - Kathy McKay was nominated for the position by Robert Lockhart. No other nominations were brought forth.
 - It was declared that Kathy McKay was acclaimed as President for the upcoming year.
 - **Vice President:** Humaira Akhtar was nominated for the position of Vice President by David Eaton and Morag Pansegrau was nominated for the position by Robert Lockhart. No other nominations were brought forth.
 - It was declared that Humaira and Morag were acclaimed as Vice Presidents for the upcoming year.
 - **Secretary:** David Eaton was nominated for the position. No other nominations were brought forth.
 - It was declared that David Eaton would be the Secretary for the upcoming year.
 - **Treasurer:** Kathleen Bigsby was nominated for the position by Robert Lockhart. No other nominations were brought forth.
 - David Eaton declared that Kathleen Bigsby would be Treasurer for the upcoming year.

Congratulations to the new Directors.

5.3 New board candidate – Robert

- A new candidate, Joyce Fung, was brought forward for consideration of the Board.
- Joyce's resume was circulated prior to the meeting. Joyce has a strong financial background.
- A suggestion was brought for discussion to have Joyce shadow the Treasurer. At this time, Joyce has expressed that she would like to understand the operations of the Finance Committee and the Board as a whole before making any further commitments.

MOTION: Moved by Kathy McKay and seconded to appoint Joyce as a Director for a term ending at the AGM in February 2022. **CARRIED**

Joyce will be contacted to notify her that she has been successfully appointed as a Director for a term ending at the AGM in February 2022.

5.4 Appointment of Seniors Council Chair as Director – Robert

- A discussion was made and comments on how many Directors should be sitting on the Seniors Council.

- It was noted that the Terms of Reference of the Seniors Council call for two members of the Board to sit on the Seniors Council.

MOTION: Moved by Oscar Bisnar and seconded to appoint Anne Monahan, current Seniors Council chair, as a Director for a term up to a time where the Seniors Council can have their AGM and confirm the current chair or elect a new chair. **CARRIED**

5.5 Appointment of interim Executive Director – Robert

- In the last couple of years, the Kerrisdale CC Society has had 6-month term positions for a Board Director to experience work on the Executive Committee. The purpose of this appointment is to develop the interests and skill sets of the Director on non-executive Directors.
- Mike Wu previously held the position for a two-term period and most recently, Dorothy was interning for two six-month periods.
- These positions are held for a period of 6 months to give as many Directors the opportunity to sit in an Executive seat with full voting privilege and to learn more in-depth protocols of the Society and the work of the Community Centre.
- The Board members were asked for interest in being the interim Executive Director.
- There was no interest expressed by Directors.
- Since there was no interest from other Directors, and since Dorothy had expressed interest in continuing in this role, a proposal was made to appoint Dorothy to a further 6-month term as the interim Executive Director.

MOTION: Moved by Robert Lockhart and seconded to elect Dorothy to a further 6-month term as an Interim Executive Director. **CARRIED**

5.6 Committee Assignments 2021-2022 – Robert

- A couple of committees were strongly desired by some people. Some choices were made to ensure that committees had sufficient representation without an overload of participants.
- At least three of the Board committees will likely not operate until the centre is able to operate normally (Pool & Arena, Rentals, and Seniors Council).
- There was a re-activation of the Board Development Committee. This was done because of the ongoing need to develop skill sets and operational knowledge of Directors.
- The floor was open to the rest of the Directors for discussion and what actions are proposed is to achieve a minimum number of Director representatives on each committee.
- Keiko Honda explained that with Fred's absence, there are currently 2 members on the Community Engagement Committee. The requirements to appoint new community members to a committee include an expression of interest in the committee, a CV, and relevant work-related information.

MOTION: Moved by Morag and seconded to approve the committee selections as identified. **CARRIED**

6. ITEMS FOR DISCUSSION

6.1 Finance Monthly Reports for the period ending Dec 2020 (end of fall season) & Jan 2021 – Robert

A financial report from December and January was circulated for review.

- Robert provided a summary of the Financial Reports as presented.
- The assets at the end of December 2020 are at \$2,992,000, and \$3,048,000 for January 2021. Assets have increased marginally over the one-month period.
- At the end of December 2020, member equity was at \$2,860,000 and the previous year it was \$2,997,000. Member equity was down by \$130,000 from a year ago. This effectively is the cost of not operating for almost a year due to Covid-19.
- In January 2021, member equity was \$2,835,000.

The Statement of Operations was shown, which states the Program Revenue:

- This provides a summary of all program revenues and services.
- For December 2020, Program Revenue showed a loss of \$23,500. YTD the loss was \$34,552.
- For January 2021, Program Revenue picked up: the loss for the month was \$9,900. The loss YTD (from September 2020 to the end of January 2021) was \$24,300.
- The Program Revenues comprise both in-person and online programming. Both of the programming streams have resulted in a loss.
- **Online Revenue** for December 2020 showed a loss of \$6,800; YTD: down \$14,732. For the month of January 2021 online Program Revenue was a loss of \$1,270. The YTD loss to the end of January 2021n was \$14,200.
 - This reflects an improvement of registration for online programming for January 2021.
- **Total Revenue** for December 2020: a loss of \$12,988. YTD total revenues were +\$14,601. January 2021: \$24,600; YTD: \$39,200.
 - This reflects other revenue sources, which were predominantly from Federal Government Loan and from the 75% Wage Subsidy, which is another Federal Government support.
- **Net from Operations** to end of December 2020: a loss of \$56,657. YTD losses were \$69,866. end of January 2021:
 - The end result is that the costs of service delivery outweigh the amount of revenue being generated (limited patron participation due to Covid-19).
 - For example, with online programming, there were significant costs to setting up and delivering the online services that exceeded the amount of revenue coming in.
 - Further discussion of how to lower operational costs while still being able to offer services is needed.
- The floor was open for discussion and comments from the rest of the Board.
- A question was posed to Ian regarding how other community centres were faring with these issues.
 - Ian has stated that most community centres have been reducing staffing to the bare minimum to offset the losses in revenue.
 - Robert shared that through the APG and offline discussions with other centres, it was discovered that other centres (like Kerrisdale) have been operating at about 50% of Covid-restricted levels. For Kerrisdale, this would translate to about 15% of operating levels under normal conditions.
 - Robert shared that another centre was considering taking out an independent loan. This showed the desire to maintain a presence and deliver services to the community.
 - Generally, it appears that everyone is running a notable deficit.
- Robert explained that the conclusion one comes to that the Society must be cautious on what to spend money on. The budget was developed with the notion of operating at a 25% capacity. The Society is currently operating at half that percentage.

Summer Day Camps:

- Summer Day Camps are an important service that have always been an important revenue source. In 2021, Summer Day Camps are moving into the dry floor of the Kerrisdale Arena, which will support more registration spaces.

6.2 Committee Goals Setting – Robert

- A question on how do committees get underway and started up in times of COVID?
- One of the tasks of the committee is to set some goals. An important first task of each committee is to try to establish some goals even during the period of COVID restrictions and limited activity. Committees should strive to address and demonstrate some level of normalcy with how the Society has operated in the past.

6.3 Orientation for New Board Members – Robert

- The Nominations Committee will be spearheading this Orientation. David, Kathleen, and Dorothy will discuss orienting new board members
- Two new Directors (Jonathan, Joyce) and Val Themens who missed the orientation last year will be invited to participate.

7 Pending Items

- Kathy McKay expressed her thanks to Robert Lockhart for his role as the President over the past 3 years.
- Kathy opened up the floor to the other directors to express their sentiments:
 - Several members expressed their gratitude and thanks to Robert for all of his work for the Society and Community at large.

Executive Committee Meeting - Guest Invitations

- David Eaton suggested that there should be an opportunity for Directors to attend as guests during Executive Committee meetings.
- Kathy and Robert expressed and agreed with this program.

Ukulele Group & Kerrisdale Seniors Choir Group Request for Practice Time:

- They are wondering if they will be charged for wanting to practice in the Garden (Centennial Park).
- Ian explained that there is technically a permit required to use Park Board spaces, however, he believes that Centennial Park is not a permitted space.

8. Adjournment

The meeting adjourned at 8:15 pm.

9. NEXT MEETING: April 28, 2021 at 7:30 pm online.

UPCOMING MEETINGS AND EVENTS:

Youth	Tues 29 Mar - 7:00 pm	Program Committee	Wed 07 Apr - 6:30 pm
Youth	Tues 12 Apr - 7:00 pm	Executive Committee	Wed 14 Apr - 7:30 pm
Communications	Mon 05 Apr - 7:30 pm	CEC	Thu 13 May - 6:00 pm
Park Board	Mon 12 & 26 Apr		

These minutes were approved by the Board of Directors.

SIGNED BY CHAIR OR SECRETARY _____ INITIALS _____

**Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 28 April 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, Emma Vinnitsky, Adam Dipinto, Dorothy Chang, Edward Quan, Jonathan Cheung, Joyce Fung
Regrets: Keiko Honda, Anne Monahan, Fred Jay
Staff: Ian Broadbent
Commissioner: John Irwin
Recorder: Alison Verghese

1. Call to order and Welcome

The online meeting was called to order at 7:02 pm. Kathy welcomed Joyce to her first meeting and noted that Val Themens, who has been on the Board for the past year, has resigned.

1.1 APPROVAL OF AGENDA

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

2. STANDING ITEMS

2.1 Commissioner's Report - John Irwin

It has not been that busy for the commissioners over the past couple of meetings so John was able to follow up and report on a few notable items for information:

- The tennis courts at Queen Elizabeth Park have recently been refurbished with a resurface.
- On April 12, the board dealt with the Neighbourhood Matching Fund (NMF) review. There were 17 projects undertaken during 2019-20. 5 are completed and 12 are still in progress with extensions granted because of Covid-19 disruptions. Our Kerrisdale Welcoming West Boulevard Pathway project fell under this same funding umbrella. Spring calls for the NMF projects closes on April 30.
- PB updated their procedures bylaw to eliminate calls for "special meetings" without a majority of PB Commissioners in favour. They have also expedited their bylaw enactment to prevent unnecessary delays.
- John commended us for running a Covid Vaccination Clinic in the Senior Centre from Mar 22 to Aug 31.
- A new approach to the Turf Pilot project was covered at the April 26 meeting. Staff reported that some turf and green areas will turn into wildflowers and longer grass areas to cut down on the urban heat line effect. Access by the public will not be prohibited in these areas.
- The private US company, Herschend Enterprises are the new operator of the Vancouver Aquarium, taking over from Ocean Wise on a 30-year lease. There were concerns about donations made by the public to save the Aquarium when they were struggling. John will find out where this money has gone and noted that Herschend has pledged to donate \$1m from their profits to Ocean Wise, who will carry on its advocacy for conservation and research.
- John commented on the temporary iteration to the new restrictions that will continue to allow vehicle access through Stanley Park with more parking spaces for disabled people and business operators.

John left the meeting at 7:18 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

5. ITEMS FOR DECISION

5.1 Approve the Consent Agenda – Chair

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

6. ITEMS FOR DISCUSSION

6.1 Finance Monthly Reports for the period ending February 2021 – Kathleen

The Finance Committee has not met to discuss the financial reports. They are scheduled to meet next week and will have a more robust report following.

- Robert noted that it appears that we were overly optimistic when forecasting this year's budget. From a brief overview of all the reports, we are operating at around 10%+ and nowhere near the forecast 25% of "normal" operations. Unfortunately, the impact of Covid has been quite substantial on our bottom line.

6.2 Communities for Climate Hope (C4CH) Report – Kathy

One of the main questions posed for the board is to initially review the C4CH report to see if there is an expressed interest in participating in the project. For everyone who had the chance to read the report, knows it was a response to the 2019 climate emergency movement by the City.

This report came out from the APG with Sarah Lusina, Past President Trout Lake CCA as the leader and others from several other CCAs who formed a committee to collaborate and compile the comprehensive 33-page report. They interviewed some 40+ people, including experts and scholars from UBC, the Park Board, CCAs, the City of Vancouver and more, to present a balanced and well-rounded approach to address these important issues.

- In November 2020, Council approved the Climate Emergency Action Plan to put Vancouver on track to reduce carbon pollution by 50% in 2030. This is in alignment with the United Nations intergovernmental panel on climate change to limit global warming to 1.5 degrees centigrade.
- As an overview, the report is combining concrete social and environmental ideas that can be found on page 21 of the report. Other suggestions brainstormed from tonight's discussion include:
 1. To utilize our programming or cooperatively develop programs with the APG and PB that target the increased knowledge and appreciation of climate issues by our residents. Green programming efforts may feel too big for one person so we would be asking for community feedback. We could promote emission reduction and integrate issues such as climate change, temperature increase and forest fires, to name a few, into programs that we offer.
 2. Promote the renewal of the Kerrisdale Community Centre to incorporate concepts that were developed years ago, to build a multi-faceted, multi-serviced facility that would include a community centre, seniors centre, pool, arena, possibly library, police station and other elements that could be built into a much more energy-efficient facility. The arena is another example of an expensive building to operate.
 3. Ask the APG to present more evidence to support the committee's studies or surveys to back up the claims made in the report, specifically, the comment about the waste of energy in community centres.
 4. Follow up on repeated requests by the APG to share facility space not utilized by the VSB after school hours to share, recycle and reuse.

The C4CH report is an ambitious working document that will continue to evolve with each iteration. The draft declaration in the report is there to provide the APG with an indication of how much interest there is out there and have asked for comments for their June meeting. None of the recommended projects would generate income for the centre and it has even been suggested that climate action be promoted at no cost.

Follow up actions:

- Every committee, including committee members not on the Board should look at how they can be involved in this climate change project. If you have any questions or suggestions, please send them to Kathy so she can forward them to Sarah.
- Kathy will ask John Irwin if he could be present for our C4CH discussion next month and glean any feedback or comments about green/climate action initiatives in our neighbourhood.
- After preliminary talks tonight, the Board will revisit Appendix C for a decision in June.

Off-topic:

Ian announced that a new schedule for the Exercise Room is scheduled to start May 8. There will be changes to session times and workouts will be extended from 45-mins to 1 hour. Robert thanked Ian for implementing the new plan. Ian will send the new schedule out to all directors.

7. Adjournment

The meeting adjourned at 7:58 pm

9. NEXT MEETING: May 26, 2021 at 7:00 pm online.

UPCOMING MEETINGS AND EVENTS:

Building Maintenance	Mon 3 May - 5:00 pm	Finance	Tues 11 May - 7:00 pm
Youth	Mon 3, 24 May - 7:00 pm	Executive	Wed 12 May - 7:30 pm
Communications	Tues 4 May - 7:00 pm	CEC	Thu 13 May - 6:00 pm
Program	Wed 5 May - 6:30 pm	Rental	Thu 13 May - 7:00 pm
Park Board	Mon 17 & 31 May		

These minutes were approved by the Board of Directors.

SIGNED BY CHAIR OR SECRETARY _____ INITIALS _____

Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 26 May 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, Emma Vinnitsky, Dorothy Chang, Edward Quan, Joyce Fung, Keiko Honda, Anne Monahan
Regrets: Jonathan Cheung, Adam Dipinto, Fred Jay
Staff: Ian Broadbent
Commissioner: John Irwin
Recorder: Alison Verghese

1. Call to order and Welcome

The online meeting was called to order at 7:11 pm.

1.1 APPROVAL OF AGENDA

Additional item 6.5 Board BBQ was requested by Kathleen.

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

2. STANDING ITEMS

2.1 Commissioner's Report

John Irwin provided a brief outline of Park Boards activities over the past month:

- PB is waiting for the province to permit liquor in parks and will be piloting some locations where people will be allowed to drink in zoned-off areas.
- More information will be provided about the facility renewal process after PB's capital budget workshop, which will take place in the next couple of months.
- In response to Morag's question last month, John enquired about the public donations made to the Aquarium before Herschend's takeover. Unfortunately, John was told that the details were deemed restricted contractual information and can only guess what happened to the money.
- **Other general news:**
 - Strathcona encampment ended without an injunction;
 - With the support of the Seniors and Disabilities Advisory Committees, John will be putting forward a motion at the next PB meeting to prevent Translink from taking out bus stops. Now is not the time to limit accessible transit and increase fares when people are struggling to make ends meet. PB was successful in getting the CoV to approve a similar motion and hopes the same will happen at Translink. John noted Morag's comment about the reduced bus stops on the 25-bus line;
 - More information will be provided on PB's budget after their workshop in the next two weeks. City Council used reserves to get us through last year and PB's budget is relative to the City's;
 - As the C4CH report will be revised down, we will not need John to comment this month. We will send him a copy of the revised version when released.

John left the meeting at 7:24 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)

No items were identified.

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

The expected completion date of the mural project on West Boulevard and 43rd will be in mid-June. The committee is proposing to install either external solar or hardwire lights on the roof but will require more information from Ian regarding the cost of installation and maintenance.

The rationale of the possibility of spending 10-\$13K on lighting while we are operating in deficit was briefly discussed. Ian noted that the City has budgeted for this project under the West Boulevard beautification initiative and is providing some new signage and the mural at no cost to us. The timeline for the lighting is not tied to the mural project. If we forgo this project, we will be pushed back to the back of the line as far as CCA maintenance projects are concerned.

The lighting is important for security as that southwest corner of the building is quite dark in winter. There is no question that we are currently drawing on reserves for operating but this will be an opportunity to make the most of the centre's upgrade with this one-time purchase. The committee will bring this item back to the Board in June along with a more accurate account of the costs.

6. ITEMS FOR DISCUSSION

6.1 Finance Monthly Reports for the period ending March 2021 – Kathleen

The financial statements were circulated in the agenda package for review and questions.

- Programs are continuing to cost more than they are earning due to many factors associated with the pandemic. We cannot generate enough revenue to cover expenses, which tend to be fixed but should start seeing improvements in the summer when more programs are operating and restrictions are loosened.
- Ian reported that summer day camp registrations are full or close to full at 50 participants a week. There have been a few cancellations but we do have a healthy waitlist and should be at full capacity in the summer.

6.2 Communities for Climate Hope (C4CH) – Kathy

After feedback on the 33-page C4CH report, Sarah Lusina reported that it is being revised and pared down to a more concise report for CCAs. Depending on the timing of this new report, it may be coming back to the Board for a second look in June or August.

A question was asked regarding Bloomberg's relationship with the C4CH that was noted in the May 6 APG minutes. Kathleen investigated and found nothing untoward with Bloomberg who are not affiliated with the finance arm of the organisation. They are one of three philanthropic groups sponsoring the C40 from around the globe. There is nothing sinister or corrupt here at all.

6.3 UBC Research Study on the mental health of older Chinese Immigrants – Kathy

A written request from UBC's Kinesiology department to use the centre as a means to get in touch with senior Chinese immigrants was circulated for review. Following a brief discussion, it was noted that:

- The timeline may be a critical factor. If the study is required before October, our centre will not see a huge influx of seniors, especially those of Chinese origin and will not be viable.
- Ian suggested using the Society's bulletin boards to display the notices as we still have access to it.

Kathy will get in touch with the master's student, Danni Zhang to confirm the timeline and ask if the study could cast a wider net to include other seniors and will report back to the Board.

6.4 2021-22 Committee Goals – Kathy

A list of goals from some committees has been received to date and circulated in the package for information. It is understandable that due to the centre's restricted Covid operations, some committees are having difficulties in knowing what they can and cannot achieve. Committee Chairs that have not submitted their goals were asked to provide feedback to track the progress of their work throughout the year.

6.5 KCCS Board BBQ - Kathleen

As a result of the pandemic, we have only been working in isolation for the past 16 months and some of our new directors have not met the rest of the Board, in-person. If we go by the PHO's four phase reopening plan, we should be allowed to have gatherings of up to 50 people by the end of July. Kathleen invited comments from the floor to see what the general feeling is about getting together for a Board BBQ:

- There were some concerns about not having had a second vaccination shot and others will be watching the CDC carefully as we are scheduled to have everyone fully vaccinated by September;
- A quick poll was taken and there were 8 votes in favour to hold a BBQ in July and 11 votes in favour of a September indoor/outdoor joint event that includes our September Board meeting, possibly in the multi-purpose room/patio area.

Off-topic

- As far as returning to in-person Board meetings is concerned, there was consensus to keep meeting online. It was noted that we have had more people attend Board meetings than ever before. Kathy will explore how we can make a hybrid model work for our Board meetings, moving forward.
- There were also concerns about unvaccinated people coming into the centre. As far as mandating masks are concerned, the City and Park Board will always follow public policy. If masks are lifted, we can't enforce it and at this stage, we just have to wait and see.

7. Adjournment

With no further discussion, the meeting adjourned at 8:17 pm

9. NEXT MEETING: June 23, 2021 at 7:00 pm online.

UPCOMING MEETINGS AND EVENTS:

Communications	Tues 1 June - 7:00 pm	Finance	Tues 8 June - 7:00 pm
Program	Wed 2 June - 6:30 pm	Executive	Wed 9 June - 7:30 pm
Youth	Mon 7 June - 7:00 pm	Building Maintenance	Mon 14 June - 5:00 pm
Park Board	Mon 21 June	APG	Thur 3 June - 7:00 pm

These minutes were approved by the Board of Directors.

SIGNED BY CHAIR OR SECRETARY _____ INITIALS _____

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 reinstituting 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 _____

**Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 25 August 2021 at 7:00 pm | Via Zoom online**

MINUTES

Present: Kathy McKay (chair), Kathleen Bigsby, David Eaton, Humaira Akhtar, Oscar Bisnar, Morag Pansegrau, Mani Bala, Joshua Yoon, Joyce Fung, Keiko Honda (arrived 7:52 pm)
Regrets: Fred Jay, Anne Monahan, Dorothy Chang, Robert Lockhart, Edward Quan, Jonathan Cheung, Adam Dipinto, Emma Vinnitsky
Staff: Ian Broadbent
Commissioner: John Irwin
Recorder: Alison Verghese

1. Call to order and Welcome

Kathy called the online meeting to order at 7:12 pm.

1.1 APPROVAL OF AGENDA

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

2. STANDING ITEMS

2.1 Commissioner's Report - John Irwin

John provided a brief report on Park Board activities over the summer and fielded questions:

- Residential School System and First Nations Children: John put forward a motion to fund an Aboriginal Healing and Cultural Centre in CRAB Park. It passed unanimously and will be incorporated in the City's 2022-25 capital budget. Staff will also look for funding from other levels of government for this project.
- Seniors: Another Park Commissioner put forward a motion for seniors' safety in a climate emergency for the vulnerable and isolated impacted by this year's heatwaves.
- Stanley Park: Organisers of the Vancouver Triathlon have cancelled the run portion of the race through the park this year following a string of coyote attacks. Staff and Commissioners are working with academics and a team of conservation officers to address the coyote problem. John advocated for 40 animal-proof waste bins to hopefully improve the situation.
- The temporary bike lane is in place.
- Masks: PB's policy on masking will be reverting back to the previous regulations where masks are required, except while engaged in physical activity and other caveats noted by Ian.

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)

David and Humaira elaborated on the Building Maintenance minutes of July 12 with an update on the exterior lighting. The winning quote for the contract came in under our \$13K budget at \$8,242 (inclusive of labour, material and hazardous waste removal) from Houle Electrical.

Four lights will be mounted on the roof to shine down on the mural panels and to prevent birds from perching on top of the lights, a bird deterrence or spikes will be installed at an additional cost. Work is expected to be completed end of October.

5. ITEMS FOR DECISION

5.1 Approve the Consent Agenda – Chair

MOTION: Moved by David and seconded to accept the consent agenda, excluding the Building Maintenance Committee minutes of July 12 as presented. **CARRIED**

5.2 Board BBQ on September 22 – Kathy

After a survey of the Directors by the BBQ Committee, Kathy announced the KCCS Board BBQ cancelled. Half the Board were not comfortable in attending in person. We needed a minimum of 20 people in attendance to make the catering cost-effective.

5.3 New Community Member application – Joshua

New candidate, Juno Yoon's impressive CV was circulated in the Board package prior to the meeting. Joshua spoke to his strengths and expressed how his experience in IT and customer service could support and innovate our technology workshops. Juno is a local who went to Point Grey Secondary. He wants to help the community and use his skills to improve and expand our future tech workshops and programs for all ages.

MOTION: Moved by Josh and seconded to approve Juno Yoon as a Community Member on the Youth Committee. **CARRIED**

5.4 2021-22 KCCS Operating Budget – Kathleen

The 2021-22 budget was presented in the Board package for review and approval as the fiscal year ends on August 31. Kathleen fielded questions and provided some highlights from the projected budget:

- We are projecting a significant excess of expenses over revenue and have been quite conservative in the projected revenue. At the time of preparing the budget, we were expecting to be fully operational by September but are not sure as we are closing back up again due to the current rise in infection rates.
- The Finance Committee has committed to reviewing our financial position at the end of December with the potential to reassess the budget if conditions change.
- We have miscellaneous revenue coming in as federal wage subsidies that will continue for the next two months and the Group 1 projection of \$465K will be adjusted to the hours of operation.
- Capital Purchases of \$66K from the Building Maintenance, Program and Seniors Committees are tallied together by our Accounting Manager this year.

MOTION: Moved by Kathleen and seconded to accept the proposed fiscal 2021-22 budget as presented. **CARRIED**

Kathleen thanked everyone and hopes that revenues will be higher and expenses lower than forecasted.

Keiko noted that CEC's budget was not included in the proposed 2021-22 budget. Kathleen sent the first draft back asking for it to be submitted on the preferred template for Ali. Kathleen will check her emails to see if she received the final request on July 10.

6. ITEMS FOR DISCUSSION

6.1 Finance Monthly Reports for the period ending June 2021 (covering Spring session) – Kathleen

Any questions about the June financials will need to be postponed as the statements were not available for Kathleen to report on. She was experiencing computer issues and had called into the meeting but was able to field some general questions about our online programming, which will shut down on August 31.

- Some of our instructors were employed, which helped them maintain contact with their students. Only a couple of instructors wanted to continue online. Most preferred in-person instructions and found the online experience remote and not nearly as satisfying as face-to-face. Only one instructor preferred online and she was teaching one-on-one.
- We did meet the needs of almost 500 people who participated in our online programming from September 2020 and August 2021.

- Natalia Ramirez and formerly Melissa Woo were hired as our online administrative support staff as we had no support from the centre programmers. The KCCS online program was not an initiative approved by Park Board or the City.

6.2 2021-22 KCCS Meeting Structure – Kathy

Kathy will send an email out tomorrow to gauge Director's opinion about meeting under a hybrid model.

- Ian reported that there will be a meeting with Park Board tomorrow to discuss how the vaccination passports are to be rolled out on site and how they can be managed. We will have a lot of work ahead of us leading up to the September 13 implementation as we may have people registered for fall programs that have not met the vaccination requirements.
- Masks are now required in the centre but not while undertaking physical activity. The 2m social distancing requirement has not been reinstated yet. Any changes to the safety guidelines for distancing measures will be announced by the PHO on September 7. Ian is assuming that the majority of our fall programming (80-90%) will remain unchanged but the seniors' lunch, room capacity and singing or song-based programs may be impacted.
- Previous one-way directional traffic may be required again if we have to verify everyone coming into the building. Access into the building may be restricted to one entry door to funnel people into the building through one location but we do not know all the details yet and will need time to plan the logistics.
- High touchpoint cleaning requirements are no longer mandatory under the safety guidelines. However, we have decided to continue the practice of hourly cleaning and at the end of the day here at Kerrisdale.

6.3 KBA Kerrisdale Days - Saturday, Sept 11 – Kathy

The Kerrisdale Business Association (KBA) will go ahead with its annual Kerrisdale Days event this year, albeit more low-key than usual. There will be a movie night in Elm Park on Friday and limited sidewalk sales on Saturday. As recommended by the executive, we want to signal that we are back in business.

Kathy will send an email out with a schedule for volunteers to sign up for 1 to 2 hours on our booth in front of TD Bank. Kathleen, Kathy and Mani expressed interest to sign up, to begin with. David regrets that he will be away.

7. PENDING ITEMS

7.1 Kathy reminded members of the Community Garden, Parks, Rentals and Seniors Council to submit their 2021-22 committee goals for the September meeting.

7.2 Kathy will be in touch with a few committees about to Communities for Climate Hope initiative.

8. ADJOURNMENT: The meeting adjourned at 8:11 pm

9. NEXT MEETING: Wednesday | September 22, 2021 at 7:00 pm online.

UPCOMING MEETINGS AND EVENTS:

Program	Wed 1 Sept - 6:30 pm	Finance	Tue 14 Sept - 7:00 pm
Executive	Wed 8 Sept - 7:30 pm	Youth	Tue 14 Sept - 7:00 pm
Communications	Mon 6 Sept - 7:00 pm		

APG Thur 9 Sept

Park Board Mon 20 Sept

These minutes were approved by the Board of Directors.

SIGNED BY CHAIR OR SECRETARY _____ INITIALS _____

Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 22 September 2021 at 7:00 pm | Via Zoom online

MINUTES

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

1. Call to order and Welcome

The online meeting was called to order at 7:02 pm. Sadly, Kathy informed the Board of Hardeep Bassram's passing in August. There were no further details available.

1.1 APPROVAL OF AGENDA

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

2. STANDING ITEMS

2.1 Commissioner's Report - John Irwin

John recapped on Park Board activities over the summer and noted that the Commissioners have not met since July. They will be resuming again on Monday and mentioned that one of the main proposals will be to increase fines for anyone feeding urban wildlife in city parks.

John left the meeting at 7:07 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 3.9 Recreation Supervisor's Report:

Proof of vaccination concerns from a board member was raised in regard to Park Board and Society employees, contractors, instructors and volunteers who are exempt from showing their vaccination status at the centre:

- Ian explained that from PB's perspective, the exemption was included with the province's proof of vaccination requirement. WorkSafeBC has also upheld this expectation and noted the other safeguards are in place to reduce the possibility of transmissions with barriers and mask requirements for employees.
- The rationale for the exemption is that people coming to do programs are taking part in discretionary activities and employees are coming to the centre for the purposes of employment. At this time, the City does not intend to enforce vaccination requirements for staff. It is another matter for Society staff, which Kathleen will elaborate on from discussions at item 6.4.

4.2 Item 3.11 2021-22 KCCS Committee Goals:

Alison will amend the Building Maintenance Committee goals as discussed and resubmit the list of Committee goals for Board approval in October.

MOTION: Moved Kathleen and seconded to approve Ian's report at Item 3.9 as presented. **CARRIED**

5. ITEMS FOR DECISION

5.1 Approve the Consent Agenda – Chair

MOTION: Moved by Humaira and seconded to accept the consent agenda excluding Items 3.9 and 3.11 as presented. **CARRIED**

5.2 2021-22 KCCS Operating Budget (revised) – Kathleen

The master budget for 2021-22 was approved last month with the omission of the Community Engagement Committee's budget. The revised version circulated in the board package was reviewed by the board without any further discussion.

MOTION: Moved by Kathleen and seconded to approved the amended budget for 2021-22 as presented. **CARRIED**

5.3 Nominations Committee – Kathy

Kathy presented a report compiled by Alison, listing all directors elected and expiry dates in the board package. Directors that were elected this year are eligible to serve on the Nominations Committee and those whose term expires next February may choose to be candidates for election at the 2022 AGM.

- Requiring three or four members on the Nominations Committee, Kathy called for members and Humaira volunteered. Kathy will send an email to tap other eligible directors to assist.
- The 2022 AGM announcement is currently ambiguous as we are not committed yet to online or in-person.

5.4 6-Month Committee Appointments – Kathy

Dorothy Chang has reached the end of her second 6-months appointment on the Executive. Kathy called for anyone else who might be interested and as there were none, asked Dorothy if she were interested to continue. Kathy thanked Dorothy for agreeing to continue till the end of the Board year.

5.5 2022 KCCS Meeting Schedule – Kathy

MOTION: Moved by Robert and seconded to approve the 2022 KCCS Meeting Schedule as presented. **CARRIED**

5.5 New Community Member application (Alistair Eagle) – Keiko

Alistair Eagle's CV was circulated for review as a possible member on the Community Engagement Committee, which is low in members this year. Keiko fielded questions and highlighted that:

- Alistair has lived in Kerrisdale since 2009 and has extensive experience in arts, community building and volunteering. He has a keen interest in issues of resilience and emergency preparedness and has been a regular participant of KEEP. He explicitly expressed his interest in sustainability and climate change, which is his main reason to join the CEC.
- There was interest for Alistair to join the Board and suggestion for Keiko invite him to attend one of our Board meetings as a guest, at his convenience.

MOTION: Moved by Keiko and seconded to appoint Alistair Eagle as a Community Member on the Community Engagement Committee till the 2022 AGM. **CARRIED**

6. ITEMS FOR DISCUSSION

6.1 Finance Monthly Reports for the period ending July 2021 – Kathleen

The monthly financial reports for the period ending July 31 that were included in the package were presented by Kathleen. She asked if there were any questions or comments and there were none. Noting that this has been a pattern for several consecutive months, Kathleen proposed to the Board to consider quarterly financial reports at the end of each program season for the following reasons:

- the Finance Committee would continue to review the monthly reports and flag any anomalies to the Executives or Board. This would reduce discussion time and the size of the agenda package.

- Reviewing the actual summary of each programming quarter (August, December, March and June) would be more useful as a planning and decision-making tool, rather than reviewing the prorated costs and revenues that Ali projects each month.
- Extended discussions included a possible in-person workshop organised by the Board Development Committee to deliver a training session on financial literacy to enable directors to have a better understanding of the financial statements.
- Another comment expressed that even without the directors' full understanding of reports, it is important to provide the opportunity to see how our finances are tracking, even if there is no discussion on a monthly basis. If possible, it would be preferable to present a simplified version of the statements to the Board.

MOTION: Moved by Kathleen and seconded to propose that the Board receive the monthly financial statements at the end of each program season. **(4 IN FAVOUR | 8 OPPOSED) MOTION FAILED**

6.2 PB Community Centre Strategy Update – David

This has been the third meeting David has attended on behalf of the Society, to oversee how the PB Renewal Strategy is progressing for all the community centres in the city. He has been requesting the FREM to ascertain the condition of each building and obtain our position on the list. Following last week's meeting, a survey was sent out to everyone to be completed by September 24.

David sought feedback and consent from the Board on how to complete the online survey. There was consensus for him to answer the survey on behalf of the Board over the weekend, with the option of having another director collaborate with him online.

6.3 KCCS Vision, Mission & Values Statement – Kathy

A subcommittee is required to review this governance document that has fallen due to our 5-year update of Society policies and procedures. Kathy agreed to take the lead and asked for participants to assist. With no response, an email will go out to encourage participation.

6.4 Proof of Vaccination Requirement – Kathleen

A number of other community centre associations (CCAs) have raised similar concerns as mentioned earlier in item 4.1; objecting to the inconsistency of requiring patrons to show proof of vaccination while Park Board and Society employees, contractors, instructors and volunteers do not need to show theirs at the Centre.

Kathleen reported that CCAs are saying it makes no sense and have cobbled together at the APG, the following factors to be considered should an association wish to have their instructor's vaccination status verified. They are also the protocols the provincial government have set out and implications of what legal actions could be like:

- The association would need to notify the instructors, track responses, set up a vaccination identification process and store the information that is collected in compliance with the Freedom of Information and Protection of Privacy Act.
- Decisions would need to be made of what to do in the case of an instructor who is either unwilling to provide proof of vaccination or has not had a vaccination:
 - will the program need to be cancelled?
 - what steps would need to be set in place?
 - would we insist the instructor needs to be masked?
- The Park Board Indemnification Agreement we have with the City does not cover us if we were to take any action that is not aligned with the PB and the City's direction. Having the Directors and Officers Liability insurance would cover the Board's decision should someone decide to sue us because we have asked them to provide their vaccination status.

Following extended discussions and comments, it was clear that this is not a simple thing for us to do. It is not impossible if it is a huge concern but it will not be easy:

- PB staff will not be authorized to support the checking of instructors' vaccination status. The cost would be incurred by the Society and the process would be divisive and confusing because there are two different standards for instructors; i.e., programs that mandate patrons' need to be vaccinated and those that do not.
- We already have a high level of control on Covid transmission at the centre with the current operational criteria that include: the vaccine passport, widespread masking, cleaning, distancing requirements, the provision of fresh air and safeguards for reducing transmission for high-risk activities. The instructor also has the responsibility to disclose if they are symptomatic, prior to coming into work.
- Compared province-wide, the actual Covid risk in Kerrisdale is relatively low at 2-5 people per 100K and the vaccination rate is very high.
- We would be exposed to legal issues that are counter to the province's direction. Kitsilano CC is reviewing the legal ramifications of the whys and wherefore of this action and will report back to the APG.

As an independent society employing people, we have the right to impose qualifications on staff. However, given all the safety measures and guidelines mentioned above, compared to the expense, divisiveness and logistical difficulties the Society would have to undertake, it would be of little to no benefit to change the current protocol.

Ian reported that to date, there have been two direct enquiries from parents related to children's instructors' vaccination status; and since the passport's implementation, there have been less than a dozen complaints about people not wanting to show it. More frequently, there have been questions about why we should be taking proof of vaccinations for programs we are not asking them for.

For Information Only:

Truth and Reconciliation Day (September 30)

Ian found out yesterday and communicated to Kathy that City Council approved this new statutory holiday. There will be no full-time staff onsite and there is no planned activity to mark this important day because of the short notice. The Centre will be operating under regular hours and programming will remain unchanged.

7. Pending Items

Not discussed.

8. Adjournment

The meeting adjourned at 8:39 pm

9. NEXT MEETING: Wednesday | October 27, 2021 at 7:00 pm online (Zoom)

UPCOMING MEETINGS AND EVENTS:

Communications	Tue 4 Oct - 7:00 pm	Executive	Wed 13 Oct - 7:30 pm
Youth	Tue 5 Oct - 7:00 pm	CEC & Park	Thur 14 Oct - 6:00 pm
Program	Wed 6 Oct - 6:30 pm	Pool & Arena	Wed 20 Oct - 4:30 pm
Finance	Tue 12 Oct - 7:00 pm		
Park Board	Mon 4 & 18 Oct	APG	Thur 14 Oct

These minutes were approved by the Board of Directors.

SIGNED BY CHAIR OR SECRETARY _____ INITIALS _____

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
Youth Tue 2 Nov - 7:00 pm
Program Wed 3 Nov - 6:30 pm

Finance
Executive

Tue 9 Nov - 7:00 pm
Wed 10 Nov - 7:30 pm

Park Board Mon 15 & 29 Nov

APG

These minutes were approved by the Board of Directors.

SIGNED BY CHAIR OR SECRETARY _____ INITIALS _____

Board of Directors Meeting
of the
Kerrisdale Community Centre Society (KCCS)
Wednesday, 24 November 2021 at 7:00 pm | Hybrid: In-person and Zoom online

MINUTES

Present: Kathy McKay (chair), Kathleen Bigsby, David Eaton, Humaira Akhtar, Oscar Bisnar, Robert Lockhart, Morag Pansegrau, Mani Bala, Joshua Yoon, Dorothy Chang, Edward Quan, Jonathan Cheung, Emma Vinnitsky, Anne Monahan, Keiko Honda

Regrets: Fred Jay, Joyce Fung

Guest: Anna Kazi

Staff: Ian Broadbent

Commissioner: John Irwin

Recorder: Alison Verghese

1. Call to order and Welcome

The second trial hybrid meeting was called to order by Kathy at 7:04 pm. Kathy, Alison and Ian participated in person and everyone else in attendance on Zoom.

Kathleen, was pleased to introduce our new Communications Assistant, Anna Kazi who started on November 15. She will be working 20 hours a week with her time split between onsite and remotely. A new email: communications.kccs@gmail.com has been created for this position and you should start to see our social media postings increase in the coming weeks.

1.1 APPROVAL OF AGENDA

An additional item 6.5 **Approval to donate to an outside organisation** was requested by Joshua.

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

2. STANDING ITEMS

2.1 Commissioner's Report - John Irwin

John apologised for his late arrival online at 8:05 pm. He provided highlights and fielded questions on recent Park Board activities that are pertinent to Kerrisdale:

- John acknowledged Kathy's email about Kerrisdale's pool renewal that is part of the VanSplash report. He noted that there is a pretty good prospect that investigation around the design and build of a pool and arena combination could get into the 2023-2026 capital plan. The idea to co-locate the pool and arena together is to reduce carbon emissions by getting the heat pump that makes the ice on the rink to provide heat for the pool. This is the model used at Hillcrest CC and would put us in good standing with the climate strategy on the use of fossil fuels.
- The Local Food System Action Plan (LFSAP) has been approved for another 5-year cycle, which should improve equity in Park Board food assets and highlight the importance of our Seniors Lunch program.
- The action group formed at Trout Lake CC has spread Climate Change and Sustainability awareness across the system to increase Community Centre involvement by having programs and education in this area.
- Park Board will be conducting a scientific review of turf typologies that may affect the playing fields behind the arena, which belongs to both PB and the VSB.

- David reported that he has received the REFM report (169 pages on Kerrisdale alone). It provides details on the condition of each community centre to help prioritise which centre gets replaced first. John has not yet been presented with the details of this report.
- The City has proposed is to keep the property tax increase at no more than 5%. This will create a shortfall in budget and limit PB's ability to hire additional rangers to deal with the coyote issue as noted last month. John opposed the motion and wanted property taxes somewhere between 5-6%.

John expressed his preference to meet in person at the next KCCS Board meeting and logged off at 8:26 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 was discussed.

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**

5.2 2021-10-27 Board Minutes approval – Kathy

MOTION: Moved by Oscar and seconded to approve the Board minutes as presented. **CARRIED**

David Eaton arrived online at 7:13 pm

5.3 Honoraria Policy – Kathleen

The Honoraria policy was first developed by the Board in November 2016 and came up for review this year. The changes proposed by the Finance Committee are primarily wording and there are no changes in intent or scope, except for the Administrative Assistant to the Board is to keep a record of Honoraria that are paid out to people who have performed services. The two documents were included in the Board package for review without discussion.

MOTION: Moved by Kathleen and seconded to approve the revised Honoria Policy as presented. **CARRIED** (4 abstentions)

6. ITEMS FOR DISCUSSION

6.1 Planning and format for AGM on February 16, 2022 – Kathy

The format for the AGM is still scheduled to take place online via Zoom unless otherwise advised. Further discussions will take place at the January Executive and Board meetings for a final decision.

6.2 Nominations Committee update – Kathy

The Nominations Committee is currently looking at the planning and format of the election of directors.

- The recruitment drive is underway and the committee is anticipating a high number of vacancies to fill. There will be 11 positions available (9 x 2-years and 2 x 1 year).
- Promotions will be advertised in our Winter brochure, eNewsletter, website and social media. Flyers and applications forms are available from the signboards in the main and seniors' lobbies.
- Kathy did a lobby promotion on her own last weekend that resulted in one application being submitted. She plans to continue this direct in-person approach into the new year and would appreciate any help, noting that there are a lot of people to talk to in the lobby between 9-11 am on Saturdays.
- Kathy got in touch with a few former Board members from a list provided by Alison and will continue to go through it for any leads. She strongly encouraged everyone to spread the word amongst their network of colleagues, friends, family and neighbours to run for the board. Any potential applicants' contact

details can be forwarded to the Nominations Committee (Humaira, Oscar and Kathy) or they can apply directly online via our website. Joshua will canvass the Youth Committee members for any potential interest.

6.3 CCA Board Development Workshop

Kathleen spoke to and fielded questions on the "Save the Date" flyer in the Board package for the upcoming Board Development Workshop organised by the APG's Workshop Planning Committee on Saturday, February 26.

- We have not had a Board Development workshop for several years and the majority of directors have not attended a workshop. This one will have a keynote speaker and 8 concurrent sessions on a variety of topics, which are listed in the flyer. Oscar recommended the workshop for new and experienced directors to enhance their field of knowledge and perspective that you do not see sitting in a board meeting in Kerrisdale. It would provide an overview of what this whole structure is all about and give you the chance to meet other people from all fields from recreation to services, different communities in the lower mainland and centres throughout Vancouver.
- David proposed for Alison Brewin, the speaker presenting Finding and Keeping Effective Directors to conduct a separate 60-90 minutes session for us at the January Board meeting. He noted that retention of the Board has been a challenge for many years despite us having some good candidates join.
- Following discussions, it was noted that many community centres are having similar challenges with recruiting and retaining directors and Covid has just made it harder. Each CCA is independently structured with its own constitution and bylaws.

MOTION: Moved by David and seconded to budget \$300 towards a speaker to conduct a 60–90-minute overview for the Board in January on the topic of Finding and Keeping Effective Directors. **MOTION FAILED**

Kathleen thought it may be more effective to have a workshop after the AGM and perhaps in September when the ad-hoc Nominations Committee is formed. Late summer might be a more useful time in the life cycle of the Board. It was suggested that the Nominations Committee members attend the February 26 workshop. The cost is TBA and will not be prohibitive for any other board member. The benefits will be outstanding for both the Society and individual directors.

We will revisit this topic after the workshop has been presented to follow up as to whether we want to have a private session with the presenter. Alison will add it to the March 2022 agenda.

6.4 Seniors Centre Update – Chair

Anne presented highlights and fielded questions from the Seniors Centre report that was included in the Board package. She also provided a verbal update on programs not listed in the report:

- The Seniors Council has not met since Covid started in March 2020. Anne has coordinated with Austin Su to resume in-person meetings in January 2022. There was a question as to why they have not met online and Anne expressed that Council does not want to meet on Zoom because some members do not have computers, some lack the technical skills and others for various reasons she is unaware of.
- The Seniors Council is also experiencing recruitment and retention challenges with only 5-incumbents proposing to return on the 9-member Council next year. A notice will be included in the Monarch to encourage new members to join. Oscar noted that one principle he remembers in his Masters on Volunteerism is that when you focus on altruism or altruistic values, the reward and appeal of serving as a board or council member will far outweigh the focus of the tasks and positions. It was suggested this be another approach when advertising for both Council and the Board positions.
- Patrons are not returning to the centre as fast as Anne would like to see, nor are they staying in the Centre for long. The lunch program is building up but people are just eating and leaving with only some doing programs around lunchtime. The atmosphere is nowhere where it used to be.

- The Senior's Choir is now down to 12 members and has been approved to go ahead with a concert on December 7. The Ukulele group continued their program on Google Meet online and the last 10 sessions have been in-person. Anne is trying to get the Knitting Group up and running to supply the boutique with stock.

6.5 Approve to donate to an outside organisation – Joshua

- The Youth Leaders Program charity drive this year is focussed on creating care packages to give to people in the downtown east side. Jerry our PAl, who is leading the program did the research and recommended the Lookout Housing Health Society as the not-for-profit charity to donate to.
- The care packages will be designed by the youth leaders from donated items collected from secure bins placed in the centre. Additional funds from a Bake Sale will help buy essential goods needed and Keiko suggested the youth connect with the Buy Nothing Group as a potential resource. A poster will be created to ensure that the appropriate items are donated by the public.
- There was agreement that the Union Gospel Mission on Hastings would be a suitable alternative if needed.

MOTION: Moved Joshua and seconded to approve the Youth Leaders to collaborate with the not-for-profit charity, the Lookout Housing Health Society to donate to. **CARRIED**

7. Pending Items

Not discussed.

8. Adjournment

Past Presidents, Oscar and Kathleen, led a warm tribute to Robert Lockhart, who is stepping down from the Board tonight. First elected in 2011, Robert served 8-yrs on the Executive; 4-yrs as President and most notably through the turbulent years when dealing with PB issues between 2012-2018 and then Covid in 2020-21. His legacy will leave the community centre in a much better place thanks to his leadership, dedication and hard work. Staff and colleagues shared their fond memories and wished him the best for the next chapter of his life in Burnaby.

With no further discussion, a final motion was called by Robert to adjourn the meeting at 8:54 pm.

9. NEXT MEETING: Wednesday | January 26, 2022 at 7:00 pm online (Zoom)

UPCOMING MEETINGS AND EVENTS:

Communications	Mon 6 Dec & 3 Jan - 7:00 pm
Youth	Tue 7 Dec & 11 Jan - 7:00 pm & 6:45 pm
Program	Wed 1 Dec - 6:30 pm
Finance	Tue 14 Dec & 11 Jan - 7:00 pm
APG	Thur 9 Dec & 6 Jan
Park Board	Mon 30 Nov (Special Meeting) and 13 Dec

These minutes were approved by the Board of Directors.

SIGNED BY CHAIR OR SECRETARY _____ INITIALS _____