

**Board of Directors Meeting**  
**of the**  
**Kerrisdale Community Centre Society (KCCS)**  
**Wednesday, 24 May 2023 at 7:00 pm | In-person**

**MINUTES**

**Present:** Kathy McKay (chair), Humaira Akhtar, Oscar Bisnar, Morag Pansegrau, Kathleen Bigsby, Mani Bala, Joshua Yoon, Edward Quan, Claire Cheung, Richard Dopson, Alistair Eagle, Rafid Haq, Wendy Ma, Yee Wong, Jin Sang  
**Regrets:** Miran Aziz, Dorothy Chang, Keiko Honda  
**Staff:** Ian Broadbent  
**Commissioner:** Angela Haer  
**Recorder:** Alison Verghese

**1. Call to order and Welcome**

Kathy welcomed everyone and called the meeting to order at 7:04 pm. She gave a special mention to our new Park Board Commissioner, Angela Haer and Alison, who has returned from extended leave.

**1.1 Approve the Agenda**

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

**2. STANDING ITEMS**

**2.1 Commissioner's Report – Angela Haer**

Angela asked if we had any concerns to bring back to the Park Board's Director of Operations. The chair of our Building Maintenance Committee mentioned some repair issues to our building that are still pending.

The new PB Commissioners have mandated a change policy to increase revenue towards the PB's coffers by taking a business approach to the assets they own. Rather than focusing on new development and ideas, emphasis on improving established services at parks and beaches, for example, by having a café style setting with alcohol served; upgrading turf fields; swimming pools and washrooms that are clean and presentable.

**Action:** If we have any concerns to forward them to her.

**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)**

There was a request to remove two items from the consent agenda for further discussion:

**4.1 Item 3.10 2023-03-31 Financial Statements**

Richard highlighted the expenditure on the Seniors bus and asked why we are still paying insurance on it. He also noted concern on whether the Seniors Centre will be able to recoup any revenue or possibly be in debt from the disposal of the bus.

- Ian reported that the bus did accrue storage costs and required insurance from Sept to Dec before it was shipped off to auction.
- The bus sale's timeline and process are still being determined and are currently in the hands of the auctioneers. Once sold, the money will go first to the PB's cost centre and the balance to us.

- When the Board passed the motion to sell the bus last year, they knew the City's 10% charge for the disposal and preparation costs for removing the decals and cleaning. Additionally, there is a 10% fee for the auction processing.

#### 4.2 Item 3.11 2023-05 KCCS Directory (May Edition)

- Richard requested to have his contact number removed from the Directory
- Evelyn Vardalas resigned from the Seniors Council in March and needs to be removed from the Directory.

### 5. ITEMS FOR DECISION

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

**MOTION:** Moved by Kathleen and seconded to accept the consent agenda as presented, excluding Items 3.10 and 3.11 for further discussion. **CARRIED**

#### 5.2 **KCCS Investment Policy** – Kathleen

A comprehensive explanation of the changes over the last investment policy was presented and noted as follows:

- Removed the outdated term "bankers' acceptance."
- The Finance Committee will review the asset class target allocation regularly at least semi-annually.
- Changed the target allocation of assets and gave a range than an absolute to accommodate market fluctuations
- Changed Vancouver to British Columbia-based credit unions in Cash and Cash Equivalents under asset class guidelines
- Included an investment oversight clause for investments over \$400K to be approved by the Executive.

**MOTION:** Moved by Kathleen and seconded by Edward to approve the revised Investment Policy for the Society as presented.

There was considerable discussions of the proposed policy, in particular, the last paragraph of Section B. Asset Allocation Policies: *The Finance Committee will review the Society's investments regularly for continuing applicability in current conditions and bring to the Board its recommendations for change every two years should they be advisable.*

**An amendment to the motion was called:** Moved by Morag and seconded by Humaira to strike out the words to the above paragraph "should they be advisable". **CARRIED UNANIMOUSLY**

The main motion as amended to accept the revised Investment Policy for the Society was adopted **(10 in favour; 2 against; and 2 abstentions)**. **CARRIED**

#### 5.3 **Board Summer Social** – Kathy

Formerly known as the Board Summer Barbeque, it had been years since we held one, so it was renamed the Board Summer Social. Kathy gave a brief background for the new directors explaining how over the years, the event was held in one of the director's backyards in July. However, last year, the venue was held at the Centre in the Seniors Multipurpose Room to save costs and was convenient to everyone and all weather conditions.

The Society covers the cost of catering (food and beverage) within the allocated budget, and the ad-hoc committee will set the date and venue and organize the catering and potluck as they see fit to a theme as desired. Richard, Alistair, Yee and Commissioner Haer volunteered to be part of the Planning Committee. They will receive more information from past events to get up and running.

### 6. ITEMS FOR DISCUSSION

#### 6.1 **Committee Goal Setting** – Kathy

Each committee needs to review the **KCCS 2020-24 Strategic Plan**, which is available on our website, set their 2023-24 Committee Goals, and have them ready for next month's meeting.

Jin arrived at 7:40 pm.

## **6.2 KCCS Policies, Protocols & TORs – Kathy**

A report of all KCCS policies, protocols and committee terms of reference older than five years since last approved by the Board was reviewed. Current documents were not included on the list and did not require action.

Following discussions, there was agreement that the Executive Committee would delegate the policies and protocols that are not assigned to any particular committee to lift the burden of any one committee from having to review all the outdated documents.

### **New Business:**

- The 2023-24 Budget must be in by the end of July. The Finance Committee meets 2<sup>nd</sup> week in August, and the Board will approve it in August. Our fiscal year starts on September 1.

**Action:** There is a template that Sadaf will send out, and the deadline for submission is the end of July.

- We have inherited \$5,500 with no strings attached. Kathleen asked the committees to put forward any suggestions to spend this money.

## **7. Pending Items**

Not discussed.

## **8. Adjournment**

With no further discussion, the meeting adjournment was moved by Richard and adjourned at 8:01 pm

## **9. NEXT MEETING:** Wednesday | June 28, 2023 at 7:00 pm in-person

### **UPCOMING MEETINGS AND EVENTS:**

Seniors Council	Mon 5 Jun – 1:00 pm	Community Engagement	Thu 8 Jun - 7:00 pm
Communications	Mon 5 Jun - 7:00 pm	Finance	Tue 13 Jun - 7:00 pm
Program	Wed 21 Jun - 6:30 pm	Executive	Wed 14 Jun - 6:30 pm
Youth	Tue 6 Jun - 6:45 pm		
Park Board	Mon 23 & 26 Jun	Association Presidents Group	

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

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