

**MINUTES OF THE BOARD OF DIRECTORS MEETING
OF THE KERRISDALE COMMUNITY CENTRE (KCC) SOCIETY
HELD ON WEDNESDAY JUNE 22 2011, AT 7:30 pm**

Present: Emily Williams, Acting Chair, Kathleen Bigsby, Colin Booth, Susan Duffy, Bill Harris, Keiko Honda, Katy Hughes, Melina Hung, Aaron Law, Robert Lockhart, Peter Lok, Barb Mikulec, Colin Price, Wayne Reid, Irene Ronnie, Alistair Taylor

Regrets: Commissioner Aaron Jasper, Oscar Bisnar, Colin Booth, Fred Jung, Eric Tang, Monica Tang

Guests: Ning Wu

Staff: Hanna Maron

Recorder: Rhiannon Hillis

1. CALL TO ORDER:

The meeting was called to order at 7:30 pm.

2. AGENDA:

Additions: Admission prices at Maple Grove Pool added as item #15.

MOVED by Bill, and seconded, that the agenda be approved as amended. CARRIED

3. APPROVAL OF MINUTES OF MAY 25, 2011 BOARD MEETING:

MOVED by Wayne, and seconded by Bill, that the minutes of the May 25 2011 Board Meeting be accepted as presented. CARRIED

4. BUSINESS ARISING FROM THE MINUTES: none

5. CORRESPONDENCE: none

6. SENIORS COUNCIL STANDING COMMITTEE REPORT:

The seniors are looking forward to the Canada Day celebration with a concert and the raising of the flag.

MOVED by Irene, and seconded by Bill, to accept the Seniors' Council minutes of June 13 2011 as presented. CARRIED

7. EXECUTIVE COMMITTEE REPORT:

Emily provided a verbal committee update to the Board. Diane Murphy attended the last Executive Committee meeting to discuss Regular Part Time (RPT) employee issues. These are on hold for the present. It is noted that over 70% of the KCC's funding comes from the KCCS. A *Succession Planning Workshop* will be held on Saturday September 17. Further details will be announced on a later date.

8. TERMS OF REFERENCE:

8.1 Parks and Recreation Board Liaison Committee

One minor change was suggested to the document: Staff of Board of Park Board and Recreation.

MOVED by Kathleen, and seconded by Bill, that the *Parks and Recreation Board Liaison Committee* Terms of Reference be accepted as amended. CARRIED

8.2 *Strategic Planning Committee*

This committee's goals are to put together a “format” reporting structure for how each Board committee reports to the Board on an annual basis. It is noted that this would be a fair amount of work and is presently a work in progress.

MOVED by Alistair, and seconded by Bill, that the *Strategic Planning Committee* Terms of Reference be approved as presented. CARRIED.

8.3 *Facilities Planning Committee*

Robert outlined the work to date on this document. This Terms of Reference will be included in the August Board Package for approval at the August Board meeting.

8.4 *Community Engagement Committee*

An approved set of minutes was presented.

MOVED by Kathleen, and seconded by Wayne, that the Terms of Reference for the *Community Engagement Committee* be accepted as presented. CARRIED

Keiko spoke to a letter she received from UBC's *Division of Health Care Communication* regarding the newly formed *Health Mentor Program*. They seek individuals living with chronic conditions to serve in an advisory capacity on what community services would improve the quality of their lives. The Board consensually agreed to the items as outlined in the letter.

9. SUMMER BARBEQUE:

This will take place on July 13 from 6-9pm at Kathleen's home. A new and fun surprise (to be announced at the event!) will take place this year. Robert Lockhart volunteered to serve as an additional barbeque cook, if needed. Hanna will assist in this regard. Desserts will be potluck. E-vite invitations will be distributed this by this week's end.

10. RECREATION SUPERVISOR'S REPORT:

Hanna presented his written report, as attached to the minutes.

Highlights as follows:

- the Arena Reader Board was taken to Evans Yard for repairs following six years of problems. The electrical repairs are being completed and the Reader Board will be returned in August.
- Washroom repairs are more extensive than initially anticipated and this project should be completed soon.
- Human Resources issues were recently discussed in detail at the Executive level as two other community centers are seeking staff for similar positions at their centres. Twenty applicants were short-listed to three and Board members assisted with the interviewing process. A candidate has accepted a position offering.

(Break 8:30-8:45pm.)

(Kathleen left the meeting at 8:45pm.)

11. OTHER BUSINESS:

11.1 Succession Planning

This item was tabled to the August Board meeting for discussion direction by Oscar.

12. FINANCE COMMITTEE REPORT:

An approved set of minutes was presented.

The budget process has been started. Aaron requested that all budget submissions be received no later than July 15.

The net margin from operations is \$6000 for the month and \$80,000 for the year to date. This is better than the projected break-even. All Program revenue is higher than that projected.

A discussion took place regarding increased costs at the seniors' kitchen. Irene reminded the Board that the kitchen was started to provide nourishing meals for lower income seniors and that this program was meant to be subsidized.

MOVED by Aaron, and seconded, that the financial statements of April 30 2011 be adopted as presented. CARRIED

13. STANDING COMMITTEE REPORTS:

a) Program Committee:

An approved set of minutes was presented.

Barb and Hanna recently attended the *Healthy Eating* event together and won a soccer ball for the healthy foods offered at the KCC. The committee budget was discussed at the June meeting. *Groovin' at the Grove* will take place in July only.

The food vending machines contract provided through the Society will be reviewed.

14. AD HOC COMMITTEE REPORTS:

a) Facilities Planning Committee Update:

An approved set of minutes was presented.

Melina provided an update on the committee's work to date specifically outlining the presentation to the *Park Board Planning and Environment Committee* on June 2.

Chris Heath, Chair of the Committee, was praised for his work in this regard.

Melina also updated the Board on the community survey being drafted. Final approval should be completed by next Monday with a preliminary 50-question survey, taking place during the first week in July. Following that, a 300 household survey will take place in either late July or September.

Members decided that it would be a good idea to prepare pro-forma letters, which could be adapted and submitted by citizens electronically, to support KCCS's application for funding of the pool and rink renewal feasibility study. Chris and Melina will work on the drafts for members' comments and then, approval by the Board.

b) Community Garden Report:

Bill reported that the sheds were built last weekend. All is going well.

15. MAPLE GROVE POOL PRICES:

Kids' admission rates have recently increased from \$1.00 to \$1.50 and adult admissions from \$2.00 to \$2.50. The Board was not notified of this increase in advance of it being implemented. When a raise was last increased at this pool (about 5 years ago), only adult rates were increased.

MOVED by Bill to adjourn the meeting. The meeting adjourned at 9:20pm.

The next Board meeting is scheduled for August 24, 2011 at 7:30pm.

UPCOMING MEETINGS OR EVENTS OF NOTE:

Facilities Planning Committee Meeting

August 18, 7:30pm

Program Committee Meeting

September 7, 7:00pm

Executive Committee Meeting

September 14, 7:30pm

All Board Strategic Planning Session

**September 17, 9:00am-1pm, Room
109**

September Board Meeting

September 28, 7:30pm