

Killarney Community Centre Society

Meeting Minutes

Tuesday, September 27, 2011 – 7:30 p.m.

In Attendance:

Kim Hogan, Chair	Lorraine Kirstiuk	Josie Pratt (KYSA)
Dan Chapelski	Terry Kirstiuk	David Tsai
Frank Cosco	Yee-Sin Law (KSFSC)	Shelley Webster
Marilyn Harrison	Carlo Nichini (VKMLA)	Lily Williams
Tom Holmes	John Pawluk	Mike Wong (KGSC)
Keith Jacobson	Jim Pope	

Also Present: Debbie Barber, Acting Recreation Supervisor

Regrets: Lorna Gibbs, Bud Li Lam, Ainslie Kwan, Peter Yee (KGIHA)

Absent: Killarney School Representative, Raj Hundal, Park Board Commissioner

Recorder: Frieda Trip, Bookkeeper

A) Call to Order

The Meeting brought to order at 7:30 pm

1.00 Approval of Agenda

MOTION: Moved by Keith Jacobson, Seconded by Jim Pope
To approve the Agenda as circulated
Motion Carried

2.00 South Vancouver Neighborhood House Seniors Hub Presentation

Presented by Joan Wright and Karen

- 2.01** The South Vancouver Neighborhood House was successful securing a BC grant for their project. Partners in this project are the South Vancouver Neighborhood House, South Vancouver Seniors Arts and Culture Society, SUCCESS, Champlain Heights, Killarney, and Sunset Community Centre.
- 2.02** The Mission of the Seniors Hub is to work together with all its partners to provide accessible, inclusive, timely programs and services for all Seniors in the South East Vancouver area.
- 2.03** The Implementation Draft Document has been distributed to the Board of Directors for their review.

- 2.04** The vision is how all partners can collaborate and work together to better serve the Seniors' in the South East Van community. The plan is not to control and/or govern but to cooperate and engage Seniors and volunteers alike, meeting the needs of a diverse and multicultural neighborhood.
- 2.05** The goal of "The Hub" is offering programs, activities and services that reflect the Seniors' needs and reaching out to Seniors that are isolated and lonely.
- 2.06** Questions and Concerns from the Board:
- *What is meant by common membership and who would get the revenue from the programs and/or activities?*
The Memorandum of Understanding outlines the responsibility and benefits of all the partners; the Halloween Masquerade Ball at Killarney Centre is one example.
 - *How much funding is there and how is it administered?*
The total grant is \$300,000.00 and will be used over a three-year period. A full time Seniors Community Development Coordinator, together with a volunteer coordinator will oversee and manage the grant under the directions of the Seniors Council. The outcome is closely watched by a Partnership with UBC
 - *Will there be any activities and programs offered in the evening for Seniors that are still employed as at present, most activities are planned for the daytime hours?*
The Hub will be planning and coordinating activities for working Seniors as well and look at the needs of all Seniors in the communities.
- 2.07** The Board of Directors will further review all materials presented.

MOTION: Moved by Keith Jacobson, Seconded by Jim Pope
To table the decision to be a partner of the Seniors Hub; the Admin Committee will further discuss it and bring a recommendation back to the Board of Directors Meeting on October the 25th.
Motion Carried

3.00 Minutes of Previous Board Meetings

MOTION: Moved by Jim Pope, Seconded Marilyn Harrison
To approve the Board of Directors Meeting Minutes of May 24, 2011 as presented.
Motion Carried

4.00 Correspondence

4.01 There was no correspondence to be circulated.

B) Reports

5.00 Park Board Commissioner

Raj Hundal – absent – no report submitted

6.00 Killarney School Representative

Dave Derpak – absent – no report submitted

7.00 Treasurer's Report

Dan Chapelski reported:

Financial Statements May 31st, June 30th and July 31st

Financial Statement July 31st is presented:

- 7.01** Balance Sheet – our cash position is good and accounts payable and receivable are current. Gaming funds for the groups are high, as some of them have received their Gaming funding for this season.
- 7.02** Income and Expense, Centre – We are down in Fitness Centre revenues by \$13,000.00. The Fitness Committee is looking into it.
- 7.03** Program Revenues and Expenses – The Summer Programs will be finished in August only, the program revenue and expense is comparable to last year.
- 7.04** Gaming Funds – Three Scholarship cheques from the previous year were reversed, as they were not picked up. Rosan Auyeung is finding out whether or not the recipients involved have enrolled into their post-secondary education and they will be reissued, as they are now stale dated.

MOTION: Moved by Dan Chapelski, Seconded by Terry Kirstiuk
To approve the Financial Statement of May 31st, June 30th and July 31st 2011 and the Financial Report as presented.

Motion Carried

8.00 Admin Committee Report

Terry Kirstiuk reported:

- 8.01** All business during the summer month as outlined in the Minutes of the Admin Meetings of June 14th, July 12th and July 28th, 2011, have all been dealt with.
- 8.02** Question from the Board pertaining to the Minutes from the July 13th meeting,
Presidents Report - Item 4.05: We have not yet heard from Malcolm Bromley as to sharing of the of the Supervisor's position.
Debbie Barber will report on it.

MOTION: Moved by Terry Kirstiuk, Seconded by Lorraine Kirstiuk
To approve the Admin Meeting Minutes of June 14th, July 12th and July 28th and the actions taken by the Admin Committee.

Motion Carried

Admin Meeting Minutes September 13th, 2011

8.03 Item 5.02 Power Rack & IPod Docking Station for Room 205.

MOTION: Moved by the Admin Committee, Seconded by Jim Pope
Purchasing a Power Rack & IPod Docking Station from The Allstar Show Industries for a total of \$527.52
Motion Carried

8.04 Item 7.02 Centre Equipment/Chairs - The Seniors have been asking for new chairs and the following quote was obtained:

50 Stackable Model 7732 United Chair 7732 Grade 2 Fabric	\$ 8,950.00
6 only 4-wheel Dollies	\$ 1,050.00
Delivery	\$ 490.00
12% HST	<u>\$ 1,258.80</u>
Total Cost	<u>\$11,748.80</u>

Keith Jacobson spoke in favor of the Motion explaining that the present chairs are damaged and should be there for everybody to use, and not for only for the Seniors.

MOTION: Moved by the Admin Committee, and seconded by Loraine Kirstiuk
Purchasing 50 only Stackable Model 7732 Chairs and 6 only 4-wheel Dollies for a total of \$11,748.80 including taxes.
Motion Carried

8.04 Item 10.01 Human Resources – Rosan requested to reduce her work schedule to fulfill the requirements for her Masters Degree for 5 months beginning November 1st, 2011 to March 31st, 2012.
Debbie Barber added that we still will have a person here for 5 days, but Rosan Auyeung will work for 4 days only during this period. Park Board will fully bear the cost for staffing the 5th day..

MOTION: Moved by the Admin Committee, and seconded by Jim Pope
To fully support Rosan Auyeung 80/20 Job Share.
Motion Carried

9.00 President's Report

Kim Hogan reported:

9.01 Welcome back everyone! A reminder that information moved to the "In Camera" portion should remain around this table and not be discussed in

public as it is moved and discussed there for a reason. When discussed in hallways etc, it might be overheard by the public and could be misconstrued. Items moved to the "In Camera" portion of the meeting are:

- I) JOA negotiations
- II) Legal issues that cannot be discussed in public until it goes to court.

9.02 Keith and Kim continue to meet with the APG. Kim Hogan was unable to attend the last meeting, but Keith Jacobson attended.

10.00 Program Committee

Shelley Webster reported:

10.01 The three motions from Programs were dealt with in the Admin Committee Report.

10.02 The Summer programs went very well and only four had to be cancelled.

10.03 The "Summer Movie Spectacular" had to be postponed due to the weather and therefore unfortunately was held on a long weekend which was the probable cause for a smaller than usual attendance. The voting for the movie was very well received by the community.

11.00 Fitness Committee/Fitness Classes

Keith Jacobson reported for Ainslie Kwan

11.01 Everything has been dealt with. The rags were not well received by the public and we had numerous complains. The newly purchased towels have been well received and we had very positive feedback.

11.02 BC Fit Event, - Michelle Stebnicki asked to purchase Yoga Mats from Fitness Town that supplies the equipment for this one-day event. The mats would only have been used for one-day, but they are offering them at a discounted price of \$10.00 each plus tax.

MOTION: Moved by Keith Jacobson, and seconded by Marilyn Harrison
To purchase 24 Yoga Mats for \$10.00 each plus tax for a total of \$268.80 including tax.
Motion Carried

12.00 ESS Report

No report has been submitted.

13.00 Acting Recreation Supervisor Report

Debbie Barber reported

13.01 Debbie Barber thanked everyone for their warm welcome since her acting stint began this summer. Killarney is not a new placement for her, as she began as a langara internship student in 1987. She stayed as Rec

Programmer until 2002 and acknowledged the familiar faces around the table.

13.02 Human Resources

- Rosan's request to work a reduced work schedule was granted in order to fulfill her Masters Degree Practicum. Reduction from 35hrs/wk to 28hrs/wk, commencing November 1, 2011 to March 31, 2012. Auxiliary staff coverage will be put in place to cover her 7hr weekly absence and these wages will be covered by PB.
- Tyler Parr was hired into the Ice Rink Maintenance Lead Hand position. His first day was September 23, 2011.
- Jane McNeil returned to work on September 19th.
- *In the works*: Preparation for Ashley's return in February; as she has applied for her position to be a job share. Her request has gone to the Recreation Manager. We still need to hire a RPT pool cashier, and SIA.

13.02 Park Board Updates

- 2011 Operating Budget Spending Restrictions are in effect since August 09, 2011. Twinning of the Supervisor of Recreation Position with Champlain CC commenced September 06, 2011. Support staff, Kari Ward started at Champlain September 13th as second Programmer (this is a newly created position). .

13.03 Facility

- Room 211 new flooring completed September 7th and it looks like hardwood, but is a vinyl product.
- Gym floor refinishing completed August 30th to September 2nd.
- Ice was installed without incident.
- At the next Staff Training In-Service, evacuation procedures will be discussed and customer service.

13.04 Projects

- Exterior pool signage will be changed from *Killarney Community Pool* to *Killarney Community Centre*. Debbie Barber has contacted Per Palm.
- Traffic Signal at 49th and Killarney Street. - Debbie Barber has contacted Engineering Dept (Mike Anderson – Active Transportation Branch) for an update.
- Bus Shelter – Debbie Barber is awaiting modified drawings and new quote from Structures Dept. The Bus Shelter will be less elaborate than the one on the picture.

13.04 Comments and questions from the Board:

- Killarney is a very busy Centre and there is concern that (Programmer) job sharing is not in the best interest of the community. The directors oppose splitting the port-folio in half, for one person looking after the Seniors and the other one after Adults and Fitness, resulting in a part-

time coverage for both. The Board of Directors in principal supports mothers who are returning to the workforce half time, but it would be a better fit in a less busy environment. Debbie Barber's position is already twinned between Champlain and Killarney, it would add to the staffing she has to supervise.

- There is concern that the Recreation Supervisor in our Centre has been twinned, but much smaller, less busy Centres are not being twinned. *Debbie Barber explained that Park Board Management considers many things when twinning a position, size of facility is not the only criteria. For example; the operating budget, and the proportion of support_staff hours available are also factors to compare with square footage.*
- We have two Centre programmers and a PAIII, the same as Champlain, Champlain is a much quieter, smaller Centre? *Debbie Barber explained that they also have the Community School, Out of School Care from 7:00 a.m. to 9:00 a.m. and 3:00 p.m. to 6:00 p.m. This space is programmable during the time the children are not there, except on Pro-D Days and during the Easter and Christmas Breaks to accommodate the Holiday Day Camps. There is also a lot of room for growth and development of rec services in the Champlain community and we cannot achieve this without a full compliment of Programming staff.*

13.05 Debbie Barber assured the Board that her intent was not merging two Associations (as several people have asked), but instead she is looking to find efficiencies between the two Centres, e.g picking up Seniors from both Killarney and Champlain, as well as combining signoff of risk management forms. She also stated that a goal was to offer "complimentary" community programs from the 2 sites, not competitive.

C) Affiliated Group Reports

14.0 Vancouver Minor Hockey Association

Lily Williams reported:

14.01 Registration is full, planning ahead, reserving the necessary ice-time is not possible when players are registered at a late date. VMHA is looking to change the registration process and charging a higher fee for those who register late.

14.02 The Rep selection is almost done.

14.03 VMHA focus is promoting volunteerism and getting more people involved.

15.0 Killarney Centre Figure Skating Club

Yee-Sin Law reported:

- 15.01** Yee-Sin Law introduced himself as the newly elected president for the Killarney Figure Skating Club; Joanne Metcalfe stepped down after many years of service.
- 15.02** A thank you to Debbie Barber assisting KCFSC with the repair of their lockers, they are now much easier to open.
- 15.03** KCFSC requires booking a room for the off-ice session, and commented that it is difficult to secure space at the Centre and what the priority list is for booking. Stretch classes are most beneficial and easiest to have right before the skaters step on the ice and for parents not having to take their skaters from one place to the next.
Registered programs come first then the Society and Affiliated Groups are next, receiving the cheapest rental rates.
- 15.04** KCFSC had a number of questions regarding staff and the time they could use the lobby; as well as VMHA players coming in too early and interrupting the Figure Skaters.
Lily Williams, President of VMHA, asked that conflicts with VMHA should be brought to her attention and she will deal with it.

Debbie Barber reminded all present that housekeeping and Centre concerns should be brought to her directly, by e-mail at debbie.barber@vancouver.ca or a phone-call at 604-718-8209, and not to wait for the next Board Meeting.

16.00 Killarney Vancouver Minor Lacrosse Association

Carlo Nichini reported:

- 16.01** Box Lacrosse wrapped up their season in July. Unfortunately, there were no teams that made it into provincial playoffs. Riley Park is now officially closed and history. VKMLA will move their regular box season to Killarney for the next season.
- 16.02** Field Lacrosse expanding in Vancouver with two teams moving forward at U12 & U14. Approximately, 23 players will play for Vancouver. In addition, 20 additional players from Vancouver, who are “released” and are playing for other Lower Mainland Association. There are a total of 45 VKMLA Field players from U8 to U19. The teams will play out of South Memorial Park on the new artificial turf field. The season runs from September through to March.
- 16.03** VKMLA Board is requesting from our Board to have a permanent trophy case in Killarney Centre, and their Championship Banner to be hung in the rink.

The Boards discussion and response:

- Before the re-construction of Killarney Centre we had two trophy cases in the lobby, but they were not well maintained. A solution could be

that Lacrosse displays their trophies from April to July and Figure Skating, who would like to display their trophies as well, could display theirs from August to March. Sharing trophy cases would ensure maintenance as well.

- What the banners in the rink are concerned, KCFSC has their banners up. *Debbie Barber will look into it and will get back to Lacrosse.*

17.00 Killarney Youth Soccer Association

Josie Pratt reported:

- 17.01** Soccer was concerned in August as they only had 300 registered players, but now there are 500 registered players
- 17.02** Parent(s) complained to Killarney Centre staff about the Soccer executive not returning their calls; or they could not get hold of anyone and their calls were not returned. *The Killarney Soccer executive has now solved their problem.*

18.00 Killarney Gators Swim Club

Mike Wong reported:

- 18.01** The Swim Season has started two weeks ago and 90 swimmers are enrolled with the Swim Club.
- 18.02** Head Coach, Xiaoping Lu has returned after his illness and surgery.
- 18.03** The previous KGSC Board is decimated and has to be rebuilt.
- 18.04** Mike Wong is stepping down as president, as his daughter is no longer swimming.

19.00 Killarney Girls Ice Hockey Association

Peter Yee, regrets (submitted report)

- 19.01** The season is just beginning and we have 12 teams this year. We have 174 girls registered.
- 19.02** We had a pre-season conditioning camp which was well attended.
- 19.03** Kidsport also offered to fully equip five of their players.
- 19.04** The Dodge Caravan Kids Program is also offering \$550.00 for all BC Hockey Novice aged teams for the 2011-2012 season.
- 19.05** We are just entering our Tiering Sessions for some our teams; hopefully, we will have a very successful year.

20.00 Killarney Centre Seniors Association

John Pawluk reported:

- 20.01** The Seniors are hoping and working towards a Seniors Centre and John Pawluk has brought all his files to Michelle Stebnicki, Acting Seniors Programmer for her review.
- 20.02** Seniors Programs are well attended and everything is running smoothly and is in good order.

D) Unfinished Business

21.00 All Candidates Meetings

21.01 All Board Members are reminded to attend the All Candidates Meeting for Council on October 27th at 7:00 p.m., and the All Candidates Meeting for Park Board on November 2nd at 7:00 p.m. We have to show the Candidates that we care and are involved in Civil Politics.

E) New Business

22.00 Correspondence from Revenue Canada

Keith Jacobson reported:

22.01 KGIHA has received correspondence from CRA requesting a form to be completed applying for a Business Number. We are expecting that other sports groups will also receive this form from CRA, Frieda Trip has contacted the auditing firm Smythe Ratcliffe for guidance on how and when we have to respond. She will forward all related correspondence from our auditors to all the groups' executive.

23.00 Printer for Society Office

Keith Jacobson reported:

23.01 The printer is feeding multiple pages in lieu of just one, and stalling creating error messages. It has been repaired already last December, but it did not solve the problem for a long time. It creates a big problem with cheque-runs as they are numbered. It is rather old.

MOTION: Moved by Keith Jacobson, and seconded by Jim Pope

To purchase a new Printer for the Society Office for about \$500.00

Motion Carried

24.00 Partnership with Seniors Hub

Keith Jacobson reported:

24.01 The information and history of the Seniors Hub was circulated by e-mail a couple of days ago and all Board Members should review it and bring their questions or their opinion to the next Board Meeting as we have made a Motion to Table.

F) Adjournment

Motion to Adjourn the Meeting was made at 9:20 p.m. immediately followed by an in Camera Meeting.