

Britannia Board Meeting

February 13, 2013

Board Conference Room

PRESENT: Gwen Giesbrecht, Chairperson; Ray Gallagher, Dan Fass, Margaret Vis, Brendan Boylan, Susy Bando Acting CRC, Ingrid Kolsteren, Innes Campbell, Oliver Conway, Trevor Mah, John Flipse, Geoff Taylor

REGRETS: Jim Ion, Eva Sharell, Paul Kjekstad, Meseret Taye, Tammyanne Matthew,

STAFF: Cynthia Low, Natalie Bailey, Brenda Coombs (recording), Leah Drayton, Mike Evans
7:20pm

GUESTS: David Emon – Astorino's

CALL TO ORDER 6:38 p.m. by Gwen Giesbrecht, President (the meeting was called to order on adjournment of the Britannia Foundation Annual General Meeting).

1. AGENDA FEBRUARY 13, 2013

MOTION: TO APPROVE THE REVISED AGENDA, CIRCULATED AT THE MEETING, NOTING THE ADDITION OF: ADDING WOMEN TRANSFORMING CITIES, TABLE THE COMMUNICATION ITEM AS THE INFO IS NOT AVAILABLE. ASTORINO'S UPDATE WILL BE AFTER THE BREAK.

Brendan Boylan/Dan Fass

CARRIED

2. BOARD MINUTES OF JANUARY 9, 2013.

MOTION: TO APPROVE THE MINUTES OF JANUARY 9, 2013 AS CIRCULATED.

Ingrid Kolsteren/Margaret Vis

CARRIED

3. NEW BUSINESS

- A) Fund Development Discussion next week** – Craig Hikida, from the Vancouver Foundation will be our guest speaker. The agenda for the meeting was circulated for input. If people have comments for the speaker to consider, please pass on to Cynthia and she will let Craig know. This is a Board event. Senior Management will be there, and Susy Bando and Leah Drayton have been asked if they have any staff that would like to attend.

Discussion on the partners attending. Suggestion that the partners are provided an invitation to the event. Cynthia Low will do a follow up with Geoff Taylor as to the discussion that will take place at the meeting.

B) Joining the Britannia Child Care Hub

A draft for joining the Child Care Hub was circulated. The policy has gone through the Child Care Committee and they are recommending the Board consider the policy for approval.

MOTION: TO ADOPT THE POLICY ON DEALING WITH REQUESTS TO JOIN THE CHILD CARE HUB.

Oliver Conway/Brendan Boylan

CARRIED

C) Women Transforming Cities

Ingrid Kolsteren circulated a report. Women Transforming Cities is a non-profit organization of women with various backgrounds, who want to transform cities that are responsive to the priorities of women and girls and cities where women and girls are actively involved in the electoral process.

MOTION: THAT THE BRITANNIA BOARD HOST THE APRIL WOMEN TRANSFORMING CITIES CAFÉ, ON WOMEN AND WORK AT BRITANNIA AND THAT THE BOARD SUPPORT THE EVENT BY PROVIDING \$500 FROM BOARD PROJECTS AND WE DONATE THE SPACE.

Brendan Boylan/Margaret Vis

CARRIED

John Flipse/Ingrid Kolsteren Abstained

4. UNFINISHED BUSINESS

A) **Communication** – tabled until March 2013.

B) All Candidates Meeting

Dan Fass provided an update. Trout Lake will be holding a forum. Ray Cam is considering a joint forum with Britannia. Strathcona is not considering a forum at this time. Hastings is receptive to a joint event. Templeton could provide a room. We are considering contacting Mt. Pleasant and perhaps Thunderbird.

Cost share discussion is still ongoing.

Next steps:

We need to pick a date for availability of space.

Booking space and ad have a cost so it would be appropriate for the Board to set the funding limits.

MOTION: TO APPROVE THE COSTS FOR THE CANDIDATES FORUM(S) TO A MAXIMUM COST OF \$3,000 FROM BOARD PROJECTS. THE PROPOSAL WILL STILL COME TO THE BOARD FOR FINAL APPROVAL.

Brendan Boylan/Ingrid Kolsteren

CARRIED

Astorino's Update –

- Oliver stated we have formed a committee, Cynthia Low, Vigil Fonesca, Ray Gallagher, Oliver Conway, David Eaman, and Penny Street.
- Cynthia has been doing some work to contract some more partners that would share the cost with us.

- We are looking at a traditional model where we are the lease holder and they are the tenants.
- Other contacts have been with the Turkish Canadian Society, Calypso Hut Society, Safe Amplification Site Society, and Kickstand.
- The package contains budgets and risk assessments; they are reasonably accurate, we are aware there are some risks involved.
- We have been negotiating with Boffo; they have assisted by providing some free rent and lower lease rates.
- We are applying for a change of use from banquet hall to community centre, both fall under A2 – Assembly use.
- Architects and the City have looked at the building.
- \$12,300 for building upgrade. \$16,000 kitchen floor and cleaning and painting.
- Boffo will put up some in kind contribution. We have requested that we pay \$5,000 up front and any additional building update costs be rolled into the monthly rent.
- Hopefully, we can recoup from events held. \$500 a night as a rental space, \$200 for a weekday night.
- David has figured out how the existing plant works, furnaces, electrical, etc.
- March 1st is to be our projected date for the tenancy agreement with Boffo.
- Building upgrades are mainly emergency exits and accessibility issues.
- Three month rental agreements; any groups who cannot raise the funds will be replaced with some notice. Fire Department is part of the change of use and occupancy permit.
- Cynthia stated the recreation staff are in favour of this project.
- This is a bookable space for our partners. There is a space coordinating role built in to the budget.

MOTION: THAT THE BRITANNIA BOARD APPROVE LEASING 1739 VENABLES FOR ONE YEAR (\$22,000 PLUS HST) FOR THE PURPOSE OF EXTENDING OUR OPERATIONS AS A COMMUNITY CENTRE, PROVIDED THAT IT IS SELF MANAGED, SELF FUNDED AND SUSTAINABLE.

THAT THE BRITANNIA FACILITIES – ASTORINO’S COMMITTEE, MADE UP OF BOARD AND COMMUNITY MEMBERS, BE ESTABLISHED TO PROVIDE OVERSIGHT AND RECOMMENDATIONS FOR THE OPERATION OF 1739 VENABLES.

THAT THE EXECUTIVE DIRECTOR PROVIDES MONTHLY FINANCIAL STATEMENTS TO THE FINANCE COMMITTEE FOR CLOSE REVIEW AND MONTHLY REPORTING TO THE BOARD.

THAT THE BOARD COMMIT \$5,000 FROM THE SOCIETY OPERATING BUDGET TOWARDS THE ASTORINO’S BUILDING CODE UPDATES. THAT THIS AMOUNT BE REPAYED BACK INTO THE OPERATING BUDGET ON A MONTHLY BASIS (\$417) BY REVENUE BOOKED THROUGH RENTALS AND LEASE AGREEMENTS.

Brendan Boylan/Margaret Vis

CARRIED

John Flipse and Ray Gallagher Opposed

5. **CORRESPONDENCE REPORT** - circulated

6. COMMITTEE REPORT

- a) **Executive Committee** – draft minutes of January 23, 2013 circulated.
- b) **Finance Committee** – draft minutes of January 23, 2013 circulated.

Cynthia explained the motion that was discussed by Finance and approved by the Executive Committee over the CAPC funding.

MOTION: TO ACCEPT THE RECOMMENDATION OF THE EXECUTIVE TO WRITE OFF THE \$11,567.03 AS AN UNCOLLECTABLE DEBT; THIS WILL COME FROM THE SURPLUS IN THE BRITANNIA OPERATING ACCOUNT.

Oliver Conway/Margaret Vis

CARRIED

Brendan Boylan opposed

c) **Program Committee**

MOTION: TO DO A COST BENEFIT ANALYSIS OF OPENING ON STAT HOLIDAYS FOR THE FULL YEAR.

Dan Fass/Oliver Conway

CARRIED

d) **Youth Committee**

The Committee meets regularly every other Friday. Today was our second hot chocolate day for students at the Secondary School. Youth initiatives discussions are ongoing.

e) **Planning and Development**

Minutes of January 10, 2013 were circulated at the meeting. Also presented information on the Evergreen Foundation – Architects of a Green Legacy Project.

MOTION: THAT THE BOARD SUPPORT, THE EVERGREEN FOUNDATION, ARCHITECTS OF A GREEN LEGACY PROJECT SUMMER 2013 AT BRITANNIA, PROVIDED THAT THIS PROJECT INCLUDES COOPERATION WITH BRITANNIA SECONDARY AND ELEMENTARY SCHOOLS AND THE BRITANNIA BRANCH LIBRARY AND THAT THE PROJECT BE GUIDED BY THE PLANNING AND DEVELOPMENT COMMITTEE, ARTS AND CULTURAL COMMITTEE AND THE GRANDVIEW WOODLAND FOOD CONNECTION.

Brendan Boylan/Ray Gallagher

CARRIED

7. ADMINISTRATION REPORTS

- a) **Executive Director** – written report circulated with Board package, planning the Youth Matter workshop has taken quite a bit of time.
- b) **Manager of Administration** – Cynthia circulated the finance update.
- c) **Manager Child Care** – written report circulated with Board package.

8. PARTNERS' REPORTS

- a) **Recreation** – report circulated. Micro Footie updated.
- b) **Library** – we have two new library technicians joining us soon, and this will include a young adult service staff for the north east area of the city. New signs up for teen space. Library is doing a book club. Library participated in the Code Red drill.
- c) **School** – Cindy, our community police officer, is off for the rest of the school year, updates to come in this area. Temporary assignment has been done; Mike Chin may be at Britannia until the end of the year.
Integrated services model – there is a lack of clarity.
Community Day – I will have the dates soon and this will go to the staff committee.
Grad is moving along nicely.
Basketball – Mike will update
Carving site – we are trying to get a proposal and we may have the \$20,000 for the proposal.
\$25,000 from Best Buy/Future Shop will come to the school for technology purchases.
In the middle of Love Brit week.
Colours day today.
All the schools will be looked at about safety. Parents are asking about security. We are waiting for more involvement from police; they are looking at the other models.
- d) **Community Education** – written report circulated with the Board package. Stickers being created by students on why they love Brit. Lots of involvement, a pep rally. Senior Girls won the city Basketball championship. Lower mainland playoffs next, then the provincials.

Mike and Trevor commended for the phenomenal work they do with basketball team.

The Britannia School Support society has been resurrected and they are looking at funds for the Secondary School.

MOTION: TO RECEIVE THE REPORTS

Dan Fass/Brendan Boylan

CARRIED

9. Other

MOTION: TO ADJOURN THE REGULAR BUSINESS AND GO IN CAMERA.

Brendan Boylan/Dan Fass

CARRIED