

Britannia Board Meeting

November 12, 2014

Board Room – Information Centre

PRESENT: Ray Gallagher, Susanne Dahlin, Ingrid Kolsteren, Morna McLeod, Mary Arakelyan, Oliver Conway, Peter Odynsky, Meseret Taye, Oles Andriendo
Craig Ollenberger John Flipse, Alex McKechnie, Beth Davies, Geoff Taylor.

STAFF: Cynthia Low, Natalie Bailey, Brenda Coombs (recording); Sabine Tanasiuk

REGRETS: Gwen Giebrecht, Edward Stringer, Scott Clark, David Parent

The Board members held a short in camera prior to the meeting.

Call to order by Ray Gallagher, Vice-President 6:25 p.m.

1. Agenda

MOTION: TO APPROVE THE AGENDA FOR THE BOARD MEETING
OF NOVEMBER 12, 2014.

UNDER NEW BUSINESS - ADDITION d) Britannia Foundation

John Flipse/Oles Andriendo

CARRIED

2. Minutes of October 8, 2014

MOTION: TO APPROVE THE MINUTES OF OCTOBER 8, 2014 WITH THE AMENDMENT.
UNDER 4 a) VCC - ESL Learning Centre change the date from NOVEMBER 5TH
to DECEMBER 5TH.

Morna McLeod/Oles Andriendo

CARRIED

3. New Business

a) Meeting Procedures

That meeting protocols will be developed by the Board Development Committee for discussion and recommendation.

Once the protocols are developed they will be forwarded to the Board. Board Development will compile a brief on how meetings are conducted and meeting protocols and attach to the meeting package. There was a reminder that meeting procedures are in the Board manual.

Yearly Board Orientation –that the Board and Executive Director ensure the meeting rules and 10 point summary of meeting protocols that will be developed at Board Development are brought back to the Board and are presented and explained at the orientation every year for new Board members.

- b) **Place Based Strategy** – Cynthia reported that there are multiple interpretations of what Place Based Strategy is. We are going to send out a reference list and request a guest speaker to attend a Board meeting – Cynthia noted that Carol Brown and Fern Jeffries will be requested to speak on the Place Based Strategy at a future Board meeting.
- c) **Christmas Party** - To have the Christmas party at the Italian Cultural Centre. December 19th, 2014. That we will charge \$10 for staff and \$15 for guests. The Executive Director asked for \$5,000 to be released for the Christmas Party.

MOTION: TO RELEASE UP TO \$5,000 FOR THE STAFF/ BOARD CHRISTMAS PARTY.

Oliver Conway/Susanne Dahlin

CARRIED

Morna McLeod was excused

- d) **Britannia Foundation** - To nominate Ray Gallagher and Julio Young as Foundation Board members.

MOTION: TO APPROVE RAY GALLAGHER AND JULIO YOUNG AS MEMBERS OF THE BRITANNIA FOUNDATION.

John Flipse/Susanne Dahlin

CARRIED

4. Old Business

- a) **Learning Resource Centre** – VCC – no report this evening.
- b) **2015 Budget** – Natalie Bailey reported that there will be a version 2 presented on the Discretionary/Operating Society Budget. We have received version 2 of the budget from the City. We are rationalizing the employee positions for the departments. There are some adjustments requested by the Finance Committee. Child care will reflect a small deficit next year.
Version 2 of the budget will be important as there will be minor changes after this version. Society discretionary/operating funds will have changes reflected in the next version. Next meeting the budget will be closer to actual as we will have received updated figures.
- c) **Carving Pavilion** – will be completed sometime in December with an \$8,000 to \$9,000 cost overrun. Phase 2 is not fully funded. Presently Cynthia Low, the Executive Director is talking to funders; phase 2 will not be completed until funding is in place. The School Board is taking the lead for a grand opening of the Pavilion. The grand opening will take place in the new year. We are developing the guidelines and protocol around programming the space. The Committee will be composed of: Library, School,

Aboriginal organizations on site, Native Health people and the group will be looking at setting up a committee mandate. The arts and cultural staff member will also sit on the *Pavilion* Committee as the link between the new Committee and the Arts and Cultural Committee.

- d) **Building at 1739 Venables** – We are exploring a relationship with a Capoeira group, for 26 new program sessions that will be held in the building. There is a potential partnership with Capoeira. It will be a revenue share arrangement.

5. Partners' Reports

- a) **Park Board** – report circulated with the Board package. Peter stated it has been an exciting time including working on the budget. Pool closure coming up in January and Rink Closure coming up in April.
- Parade of Lost Souls went well.
 - New Banners have been put up
 - Rink has had a really good term
 - Public skating and drop-in doing well.
 - Gymnastics going extremely well.
 - Many of the Fall programs sold out instantly
 - Micro Footie going really well.
 - Looking at recognizing Women in Sports for 2015; a request will be coming to the Board.

Noted that we had a program on Tuesday, November 11th at the rink and it was much appreciated and received good feedback.

- b) **Public Library** – D'arcy Stainton will be the Temporary Branch Head. D'Arcy's report was circulated at meeting. Erie started a leave in November. In January Yukiko Tosu, Vancouver Public Library and former Britannia Grad is coming back to Britannia in January as Branch Head.

Aboriginal story telling went very well. Teen Read Week is October 12-18th.

- c) **Secondary School** – Alex McKechnie did a lot of work on the inventory for vulnerable youth.

- Surprisingly smooth October.
- Dance was very smooth.
- Carving Pavilion going well.
- Staff and students settling into and students excited about report cards in December. Services to Aboriginal students being discussed.
- Up to \$90,000 for funds raised for Street to Peak – the funding is growing exponentially, they will reach their goal and do the climb (Kilimanjaro) in March; probably 12 students.
- Planning and development coordination is going to be very important; we need to have a structure and plan for that integration.
- Cynthia is meeting with Elementary teachers tomorrow to discuss involvement in the future proposals for Britannia.
- They are having conversations at the School Board; Geoff Taylor is supplying answers in relation to education and learning.
- The next evolution at Britannia will result in differences on site.

Susanne Dahlin stated the city is talking about a joint planning session with partners on site for discussion in January over capital plan funds. We have two levels of Planning and Development discussion; the broader committee and a sub-committee. We all agree we want integrated services. There was discussion on the master agreement and partnership agreements. We will be meeting at the sub-committee level and do a draft that we will then forward to the Board for discussion.

Break -- reconvene meeting

6. **Correspondence** – report circulated at meeting.
7. a) **Executive Committee** - Minutes of October 22, 2014 circulated. Discussed Place Based Strategy at the meeting and agreed we need more information.
- b) **Finance Committee** – Minutes of October 22, 2014 circulated. Most of the issues were covered under the budget report this evening.
- c) **Board Development** – Meseret, Ray and Cynthia will be meeting later in the month to discuss the Board Retreat. Committee mandates will be discussed at the meeting on November 18th. They will also look at Board meeting procedures.
- d) **Arts and Culture** – our next meeting will be a short meeting and a potluck on Tuesday, December 2nd from 7:00 to 9:00 pm. We have met the new programmer and started discussion on next year's events.
- e) **Planning and Development** – Susanne Dahlin reported the P & D Committee will be presenting their terms of reference in January to the Board. The terms of reference will also include partnerships with School Board, Park Board, Library Board and City. We will bring an outline of what the Committee has been thinking. We will also look at process for meetings. The integrated services model is being discussed and we need to have terms of reference.

We should consider inviting Micheal Clague about the integrated model and the history. We may need to meet and discuss operational needs of the Britannia site.

- e) **Pool and Fitness** – no report
 - f) **Program Committee** – no report – will be reviewing mandate in January.
 - g) **Seniors' Committee** – no report
 - h) **Rink Committee** – no report and they have not met in awhile
8. **Administrative Report**
 - a) **Executive Director** – Report was circulated with Board package. Election forum drew a good crowd, and was money well spent, Britannia provided space, technology, posters; GWAC did advertising, no ads in paper this time.

We had a tea for Allan Ross and he has left a legacy for Britannia, will announce when the will is probated.
Having discussions with the city about Child Care Hub and some challenges, a balance between accountability and responsibility.

- b) **Manager of Administration** – Report circulated with Board package.
Natalie went through the areas of Finance in the report.
A request was made that the Manager compiles the issues under the operating agreements.
- c) **Manager Child Care** – Report circulated with Board package.
Grandview is now up to 33 children and has received confirmation that they will receive \$25,000 for playground upgrades.
There are a lot of ongoing administrative tasks with CAPC. Sabine chaired the staff meeting.
Bi-annual financial reporting for CAPC has been completed and submitted to PHAC.
Parents conference held on October 18th, 150 people attended. Conference went well.

9. Other

What went well – we ended on time.
Appreciated the in camera discussion.
Appreciation expressed to Natalie on breaking down the Finances in such an understandable manner.

MOTION: TO ADJOURN THE BOARD MEETING AT 9:03 p.m.
Susanne Dahlin/John Flipse

CARRIED