

**Britannia Board Meeting
April 10, 2019**

Board Room – Information Centre

PRESENT: Scott Clark, Ingrid Kolsteren, John Flipse, Annie Danilko, Freya Kristensen, Susanne Dahlin, Pamela Dudas, Craig Ollenberger, Andrew Phillips, Naina Varshney, Li Mei Yip, Megan Langley, Alec MacInnes
STAFF: Cynthia Low, Jeremy Shier, Rachel Day, Erica Mark, Kathy Whittam
REGRETS: Carmen Cho, Jane Stanier, Levi Higgs, Vera Jones, Juan Carlos Maldonado

Board meeting called to order at 6:04pm

Introductions and Acknowledgment

We would like to acknowledge that we are on the unceded territories of the Coast Salish Nation, the x^wməθk^wəy^əm (Musqueam), s^kw^xwú7mesh (Squamish) and seííwítlh (Tsleil-Waututh).

1. Approval of Agenda

- Pamela Dudas will speak to New Business of update to bylaws

MOTION TO APPROVE AGENDA

Naina Varshney/ Craig Ollenberger

CARRIED

2. Approval of Minutes of March 13, 2019

- The Britannia Foundation AGM was noted to be held April 10. Instead will be held May 8 before next Board meeting.

MOTION TO APPROVE MINUTES

Freya Kristensen/ Andrew Phillips

CARRIED

3. New Business

Proposed Bylaw Changes

- Briefing note circulated from Board Development Committee highlighting the bylaws that will be amended
- Article 3, Section 2: 2 voting youth/student Directors who are at least 16 years of age may be elected for one year by the members of the Society
- Article 3, Section 8: changing to 2/3 majority instead of ¾
- Article 5, Section 3: addition of Reconciliation in Action Committee as a standing committee of the Board
- Article 5, Section 7: no person shall serve as a Board member for more than four consecutive two year terms (8 years)
- Article 5, Section 9: new section to bylaws that Reconciliation in Action Committee shall advise the Board on all programming with relation to the Society's obligation to Reconciliation. In addition, the committee shall make recommendations to the Board on programming and governance
- Article 11 Development Fund will be removed from the bylaws

MOTION THAT THE BOARD APPROVE THE ABOVE CHANGES TO BRITANNIA COMMUNITY SERVICES CENTRE SOCIETY BYLAWS, TO BE AMENDED THROUGH AN EXTRAORDINARY RESOLUTION, AND CONCURRENTLY AS A SPECIAL RESOLUTION AS DEFINED UNDER THE BC SOCIETIES ACT, AT THE 2019 ANNUAL GENERAL MEETING.

Pamela Dudas/ Ingrid Kolsteren

CARRIED

4. Partners' Reports

VPB – Erica Mark, p.9-13

- Meeting for rink maintenance today provided an update to the closure dates. Now closing May 21 and reopen for programming by Oct 1
- Fraser will be going to the BCRPA conference as Britannia delegate
- Hip Hop Drop celebrates one year anniversary next week. Everyone welcome to attend on Wednesday night for celebration event

Briefing Note circulated on Board of Parks and Recreation Workplace Attire Guidelines Update

- Summary of staff teams recommendations
- Standardized dress may create barrier for vulnerable population we serve
- Mindful not to create division between seconded Park Board and Society staff
- Compromise to use Staff nametags, which will roll out in June

ACTION – Board members to take briefing note to their committees for feedback before June implementation

MOTION THAT THE BOARD ADOPT IN PRINCIPLE THE GUIDELINES RECOMMENDED BY STAFF

Andrew Phillips/ Craig Ollenberger

CARRIED

Briefing Note circulated on Board of Parks and Recreation Citywide Registration Update

- The intent is to have one registration day for all programs at all community centres across the city with consistent times
- Britannia has many special programs that don't fit into regular registration periods
- Other centres also not interested in scheduling program seasons to coincide with all centres around the city
- Understanding of why Britannia wants to maintain our own registration schedules, but many opinions on whether we should maintain registration at 9:00am
- Need to hear from staff reasons why it needs to stay this way

Cynthia expressed gratefulness for Erica's hard work filling in for Peter while he's away. She has jumped right into things and been very helpful and communicative.

VPL – Megan Langley, p.14-18

- Busy month especially during spring break with extra programs
- Hastings branch is still closed and patrons coming to Britannia instead

- Have new furniture for the teen section
- Movie nights have become popular
- First run of Kith & Kin program wrapping up. 17 participants that worked with Library and Archives Canada to help with research on indigenous genealogy

VSB – Alec MacInnes

- Not much new since last Board meeting due to Spring Break
- Street to Peak group back from their New Zealand trip. They traveled 185 km in 5 days
- Have started planning for next year school programming
- Graduation ceremony and dinner being planned now
- Alec expressed gratitude to Britannia for the scholarships and opportunities provided for students
- Board members need to let us know who can attend ceremony Tue Jun 11th to present scholarships to students
- Big success was the Girls Who Leap camp run by the Community Education team
- The draft of the VSB Long Range Facility Plan has been released
- Trustees have to pass a plan and will now consider what areas may need consolidating
- Public meeting at Van Tech on April 16th
- VSB and MLA's meeting on Apr 12th
- Britannia is a special school for many reasons, including that has a high percentage of Aboriginal students with 30% of enrolment.
- Enrolment is down across the district

ACTION – Alec will forward letter sent to Britannia parents regarding the LRFP
- John will forward the information on April 16th meeting at Van Tech

5. Administration Reports

Executive Director – Cynthia Low, p.19

- Kickstand getting ready to transition into new space as lease at 1739 Venables runs out on Oct 31st
- New location will be near Vernon & Parker, right off bike lane. New landlord is a current Kickstand supporter
- Received confirmation on grants for Mother's Day Pow Wow and Giving Voices

Manager of Administrative Services – Jeremy Shier, p.20-21

- Currently less program fees revenue and taking in more money from COV reimbursement
- Expense lines show higher than normal wages & benefits. Due to extra pay periods in January and will balance out soon to be on par with last year
- Child care usually has a surplus at this time but new wages and extra pay period are part of cause
- Cynthia expressed thanks to Jeremy and the Accounting team for all of their work on the audit process and managing our \$7.6 million budget. Zero adjustments this year!

Manager of Child Care Services – Rachel Day, p.22

- Presented strategic plan to parents at Mt Pleasant child care tonight. Lease may be up in 5 years, need parents to be engaged in future of site
- Waiting on City grants – find out in June
- Successful HUB meeting recently dealing with aging buildings for all sites
- Inviting a City Planner who can answer questions about land use, etc
- Hard to get answers from City Hall staff

6. Correspondence Report – circulated during the break

7. Consent Items

c) Arts and Culture Committee – Ingrid p.55

- Frustration that the Programmer position has still not been posted
- Helen is great Acting in this position but has been putting things on hold because there is no timeline to move forward on
- Draft of job posting was circulated before Christmas and feedback was provided

MOTION THAT THE BOARD REACH OUT TO PARK BOARD TO POST PROGRAMMER POSITION ASAP

Ingrid Kolsteren/ Naina Vashney

CARRIED

e) Board Development Committee – Freya p.56

- Draft agenda being prepared for the AGM on May 22nd. East Side Choir will be performing
- Will definitely have a vacancy for the Board as Annie will not run again this term so we need candidates. Please inform the committee if you know of someone

ACTION - Remind your committee members to ensure they have memberships by May 8th, 5pm

d) Planning & Development Committee – Susanne p57

- Susanne, Lindsay and Cynthia had two informative meetings recently
- First with Robert Brown from Housing department with COV. Talk about decisions that need to be made for housing on site. Will reach out to find others who may be able to help.
- Second with Terra Housing who are prepared to draw up an outline on the stages of development and policy timelines. Certain things need to happen at certain times, know decision points
- Both are supportive of actions and questions so far
- A lot of issues around housing such as, who runs it?
- Learned how much we didn't know yet
- Think and plan for community engagement
- Talk of having a buzzer put in at Info Centre door for meetings that run after office locked

f) Volunteer Committee – Pamela p.62

- Reminder for Volunteer appreciation dinner on April 12 at Sunrise, 5:30pm

8. Strategic Plan

- SWOT (Strengths Weaknesses Opportunities Threats)
- See notes from Lindsay

AJOURNED at 9:00pm