

MINUTES – BOARD



Britannia Board Meeting February 8, 2023

Via Zoom and Conference Room

PRESENT: Annie Danilko, Pamela Dudas, John Flipse, Vera Jones, Susanne Dahlin, Ariela Friedmann, Farren Gillaspie, Pat Hogan, Craig Ollenberger, Oliver Tennant, Naina Varshney, Randy Gatley (VPL),
STAFF: Cynthia Low, Jeremy Shier, Peter Odynsky, Raquel Lu (Recording)
REGRETS: Jacky Hughes, Rose Mackenzie (VSB), Stephanie Slen, Ashki Shkur, Maddie LaFleur (VSB), Laura Christensen (VPB), Emma Xu

Pamela called the meeting to order at 6:00PM

Welcome and Land Acknowledgement

1. APPROVAL OF AGENDA

MOTION TO APPROVE AGENDA AS PRESENTED
Naina Varshney/ Vera Jones

CARRIED

2. APPROVAL OF MINUTES OF JANUARY 11, 2022

MOTION TO APPROVE MINUTES AS PRESENTED
Naina Varshney/ Ariela Friedmann

CARRIED

3. NEW BUSINESS

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One heart and One mind, good feelings together (C. Low)

DISCUSSION

- Future meeting will proceed with good intention and commitment to do better to ensure the Board nurtures and maintains good feelings together. The time, passion, experience and knowledge everyone brings forward is appreciated and respected. Steps will be taken to ensure that this is a respectful space for staff and volunteers.
- All society meetings and interactions will follow the Society guidelines:
 - [https://www.britanniacentre.org/database/files/library/Sec_6_Respectful_Workplace_Policy\(2\).pdf](https://www.britanniacentre.org/database/files/library/Sec_6_Respectful_Workplace_Policy(2).pdf)
 - [https://www.britanniacentre.org/database/files/library/Sec_2_Board_Guidelines\(2\).pdf](https://www.britanniacentre.org/database/files/library/Sec_2_Board_Guidelines(2).pdf)
 - [https://www.britanniacentre.org/database/files/library/Sec_2_Rules_of_Order\(5\).pdf](https://www.britanniacentre.org/database/files/library/Sec_2_Rules_of_Order(5).pdf)
 - [https://www.britanniacentre.org/database/files/library/Sec_2_Rules_of_Order\(5\).pdf](https://www.britanniacentre.org/database/files/library/Sec_2_Rules_of_Order(5).pdf)

b. 2023 Budget (J. Shier)

- The Finance Committee at their last meeting on January 25, 2023 passed the Motion to approve the 2023 Operating Budget as presented and forward to the Board to approve.
- The increase/decrease in various line items were discussed with no concerns.
- Interest of new potential working group: Fundraising Committee Group

MOTION TO APPROVE THE 2023 OPERATING BUDGET AS PRESENTED
Naina Varshney/ Ariela Friedmann

CARRIED

MINUTES – BOARD



c. Space Needs (C. Low)

DISCUSSION

- Lack of space for programs has been an ongoing growing concern as space onsite is operating at 80~90%
- Vancouver School Board is limiting usage to space after school hours and there is a fee associated with opening up buildings on Statutory Holidays and outside of regular hours
- Teen Centre and Childcare space area are being utilized more for shared community space
- Discussion is underway for potential partnerships for shared space use (see 3.d)

d. Partnerships (C. Low)

DISCUSSION

- Partnerships with Vancouver Latin American Cultural Centre (VLACC) and Indian Residential School Survivors Society (IRSSS) are being explored to try to achieve and accommodate the spacing needs required by Britannia and the respective societies
- Discussion is underway with VLACC and IRSSS of shared use of the building that used to be occupied at 1738 E Hastings St
- The space would be for short term lease and it is split up of two large space: a retail and large warehouse and one mezzanine
- Logistics of the space rental use, monthly rent amount and partnership agreement will be brought to Finance Committee for further discussion

e. Memberships (C. Low)

DISCUSSION

- The Vancouver Parks Board (VPB) is reviewing the practice of how an annual membership at Britannia is mandatory in order to proceed with registration into a program.
- VPB has advised that membership should be an opt in and not obligatory
- If membership is optional, it will bring implication to enrollment of members such as: loss of contact information with the community, loss of revenue, the effect of membership decline which may affect the legibility of grants that is available dependent on size of organization
- A membership drive strategy will be developed in response to VPB to retain members
- It is expected that by Summer 2023, membership fees will not be required

4. OLD BUSINESS

a. Britannia Renewal Master Plan Update (S. Dahlin)

- Anticipating for potential new directives from new City Council
- Formal presentation to VSB prior to election and written letter sent to meet further
- Janet Fraser as representative discussed funding and Melanie Mark (MLA) requested a clearer funding model
- Movement moving forward with new Board of Trustees

b. 5 Year Reconciliation Plan Update (C. Low)

- Manager of Operational Change, Suzette Amaya has started in the role and the positive impact of her being onsite is already evident by the community and the various partners
- Canada Community Revitalization Fund (CCRF) for January-June has been approved and it is being allocated to fund the salary for the role of Manager of Operational Change

BREAK

7:27pm

MINUTES – BOARD



RECONVENED

7:41pm

5. PARTNERS' REPORTS

- a. Vancouver Park Board (P. Odynsky)
 - Busy time of the year with Winter Programming
 - Pool: ongoing staffing issues
 - Microfootie program started
 - Gender identification inclusivity has expanded into programs
 - Leisure Access Pass – increased 50%; an household income less than \$60k for a family of 4 will be able to qualify
 - Registration fee increase expected for March
- b. Vancouver School Board
 - No representative present
- c. Vancouver Public Library (R. Gatley)
 - Branch is facing more security incidents than other branches
 - Regular monthly meetings will be held with Peter (VPB) to review the list of banned patrons
 - 5 Year Equity, Diversity, and Inclusion (EDI) data is being surveyed
 - With the statistics collected, it will be used to make recommendations to how to change for improvements
 - Collections Policy updated to clearly define how to select material
 - Waiting on City budget

6. ADMINISTRATION REPORTS

- a. Executive Director
 - Manager of Organizational Change, Suzette Amaya: first month of orientation and meeting with various partners and committees. She will spend time to listen and learn about the community and not make changes for the first six months.
 - Partnership with IRSSS for community collaboration for a youth program at the Teen Centre
- b. Manager of Administrative Services
 - Submitting budget for approval
 - Working on year end reconciliation for the City of Vancouver
 - Variance reports to be sent to the City of Vancouver
 - T4 and T4a slips will be sent in late February/ early March
 - KPMG audit will be happening in March
- c. Manager of Child Care Services (C. Low on behalf of J. Hughes)
 - RFP for hub review has been submitted; received a number of submissions and it will be reviewed with the advisory group
 - No appointed Board Member sitting on the Child Care Committee
 - Ingrid will continue to support this committee as a volunteer

MINUTES – BOARD



7. CONSENT ITEMS

- Board Development: 2 vacancies
- Board Planning Day is being recommended to be planned for October 2023
- Pool and Fitness – the free shower usage is being re-opened during the day
- Volunteer Appreciation Dinner is tentatively scheduled for April 28
- AGM Meeting – In person/hybrid zoom; will have keynote speaker; advertised in the Spring brochure for May 24th, 2023

MOTION TO ACCEPT CONSENT ITEMS AS PRESENTED

Craig Ollenberger/ Farren Gillaspie

CARRIED

8. IN CAMERA

MOTION TO GO IN CAMERA at 8:06PM

Vera Jones/ Farren Gillaspie

CARRIED

9. ADJOURMENT

MOTION TO ADJOURN THE MEETING at 8:41PM

Naina Varshney/ Ariela Friedmann

CARRIED