

**Britannia Board Meeting
March 11, 2020**

Board Room – Information Centre

PRESENT: Ingrid Kolsteren, John Flipse, Freya Kristensen, Pamela Dudas, Susanne Dahlin, Farren Gillaspie, Vera Jones, Craig Ollenberger, Andrew Phillips, Naina Varshney, Emily Vickery, Li Mei Yip, Megan Langley, Stuart MacKinnon,
STAFF: Cynthia Low, Peter Odynsky, Jeremy Shier, Kathy Whittam (recording)
REGRETS: Scott Clark, Jacky Hughes, Jane Stanier, John Morra, Carmen Cho, Alec MacInnes

Board meeting called to order at 6:02pm

Acknowledgement and welcome.

1. Approval of Agenda

- Defer Staff Rep Role & Responsibility to next meeting
- Add COVID19 update

MOTION TO APPROVE AGENDA

Emily Vickery/ Pamela Dudas

CARRIED

2. Approval of Minutes of Feb 12, 2020

MOTION TO APPROVE MINUTES

Pamela Dudas/ Freya Kristensen

CARRIED

3. New Business

Andrew Phillips announced this was his last meeting. Recently moved from the neighbourhood, work obligations and upcoming wedding are making it too difficult to continue as a Board member at this time. He is hopeful that another passionate member of the community will take his place and thankful for the opportunity of the past few years at Britannia.

The Board expressed their thanks to Andrew for his time as a volunteer with the Board and Planning & Development committee.

EPIC Grant from ESDC (Cynthia)

- Elders Participating in Community approved for a \$23000 grant
- Submitted 8 months ago as part of New Horizons program through Employment & Skills Development Canada
- SEA Committee is the area this project will be organized
- Activities related to grant include hosting monthly meals
- Engaging elders and take them to BC Elders event in June
- March 23rd a planning process meeting with SEA to share budget and ideas

Project Partnership Review Proposal (Cynthia)

- This review comes from experience over the years
- time to reflect on expectations and mandate to help community initiatives

- successful partnership examples include Kickstart, Hip Hop Drop, Youth Voices of East Van, Weaving Our Communities Together
- different ways that parts have been established
- we create new partnerships that eventually involve impacts on a variety of departments, admin and accounting
- pressures on staff resources and budget, rec team risk management
- outcomes are diverse – mixed results
- 1739 unique project and partnership
- Want team to look back on partnerships to discover best practice to follow moving forward
- Looking at capacity
- Put together guidelines on when, and if, to make new partnerships
- Would be good to know what commitments, potential risks, cost benefits
- Need a way to measure if we're on track or not
- Learning experience to review how we're partnering
- What fits in with our programming principles
- Vancouver Foundation is a good resource, process on how they evaluate and assess, seek recommendations
- Strategic plan to develop partnerships, in line with strategic plan to evaluate

Britannia Foundation AGM

- Formal notice that the Foundation AGM will be held at the next Society Board meeting on April 8 at 6pm
- First thing on the agenda, before regular business
- Michael Moscovich has resigned
- Seven active Foundation Board members at this time

COVID-19 Update

- Always dealing with flu at this time of year
- Official pandemic announced now
- Following the BC Centre for Disease Control, Vancouver Coastal Health
- Risk in BC is low right now
- Questions on impacts to payroll
- VEMA activated – level 1 response
- Elevating cleaning protocols
- Increase staff to do so
- Programming staff will step up to make sure it's done
- If staff call in sick, workstations will be cleaned
- Accommodating sick calls
- Flexible refund policies for this time
- VEMA and health officials that would come in if any cases prove positive out of Britannia
- Assessing programs, what is essential
- We are a safe haven for many, food programs, vulnerable patrons and staff
- Staff with people at home at risk may need time off too
- Standard protocol at this time – wash hands, cough into elbow, etc
- At what level do we stop programming for 55+?
- Many 55+ members are connected via group on facebook and calling to share info and check in on each other

- If someone tests positive in a facility, shut down and disinfect; contact all users to contact healthcare provider
- Not reopen until certain ok and staff available
- Only buildings where infected people have been will close
- Regarding AGM, we will follow VSH advise for events at that time
- Whether events are cancelled will depend on recommendations
- Stuart attended a briefing for City of Vancouver with Dr. Daily
- No plans for quarantine at this time
- Model good behaviour, be knowledgeable and don't spread the panic
- Testing is available at Seymour Health Clinic or call 811 for other locations
- Good connection with REACH, urgent care facility now, willing to come talk to elders

4. Old Business

Staff training (Cynthia)

- Right now, solidifying survey to send out to staff
- Low hanging fruit for initial in-service
- Gender awareness training, youth child protection
- Talking to CityLearn to help establish tracking mechanism
- Incentive for people not getting paid
- Look at hours for auxiliary, ie add 2 hour training to a shift already here for

Homelessness Working Group (Cynthia)

- SEA wanted to know what Board was doing about homelessness
- Cynthia hasn't had time for in depth on this
- Evaluate what we hope to achieve with a working group, guidance on what they're looking for
- Committee needs more people, just Cynthia and Scott
- Get better ideas
- What does Britannia do to accommodate and anything else we can do?

5. Partners' Reports

VPB – Stuart Mackinnon p.9-10

- Before winter holidays the Park Board met regarding Oppenheimer, agreed to be a bridge between COV < Portland Housing, BC Housing, VCH
- People in park are now keeping it clean
- March 26 at 6:30pm will be a special meeting, by-law changes around temporary shelters in parks
- Currently no camping allowed, no people in parks after 10pm
- Victoria, Surrey and Abbotsford were challenged
- Supreme Court of BC says it is unconstitutional
- Legal department has proposed changes to be shared on March 19
- Public will find out when the Board does
- Agenda will include the by-law recommendations so people will know they can speak to it
- Commissioners won't know until the public does
- In absence of shelter space camping in parks will be legal during specific hours
- By-law in Victoria allows 9pm-9am
- Oppenheimer started more than 1 ½ years ago

- More than 200 people camping in Vancouver parks every night, even more in the summer
- Permanent campers in Stanley Park
- Some are hard to house due to mental health, past difficulties
- New by-laws may include more law enforcement to move along out of hours
- Trying to find balance between people ok with campers and people who never want campers
- Stuart acknowledged Camil and his efforts to talk to Oppenheimer residents as their relationship with other levels of governments are fraught
- This year's Homeless Count is over 2000 people
- Stuart thanked Peter and front line centre staff for their work with the public and for programs that the community love

VPB – Peter Odynsky, p.11-14

- Working on how to respond to event continuity
- only one cancelation so far due to COVID fears
- kudos to Britannia Secondary Senior Girls basketball team who won the Provincial finals. 80% of the house was full of Britannia people, alumni and others in Langley to cheer them on.

VPL – Megan Langley, p.15-17

- focused on COVID concerns lately
- had to pull kids toys, community puzzles, etc and step up cleaning measures
- Natalie and Simon have wonderful story times with great attendance from our community
- Ariel has been speaking at conferences about Connecting to Kith & Kin, interviewed with participants by the CBC
- Some programs at downtown branches cancelling
- Noreen is settling in and will take turns with Megan attending Board meetings
- Stuart is also trustee on the VPL board
- Nova R__ is the new Storyteller in Residence, recent Emily Carr graduate
- Previous storytellers Ceas Wyss and Robert ___ both recommended Nova
- Will identify which branches are essential service if COVID escalates
- Chief Librarian is on the VEMA team

VSB – p.18

- A report from Carmen Cho attached with highlights from recent VSB meeting
- Cynthia chats with Carmen every quarter as our Board meeting dates are always a schedule conflict for her to attend

6. Correspondence Report – circulated during break

8. Administration Reports

Executive Director – Cynthia Low, p.19

- Pow Wow at Trout Lake, planning committee have requested help from Board with a formal letter to Park Board Commissioners on behalf of committee
- Park Board staff have booked the space and working with committee on OH&S, etc
- Received \$10000 from Vancouver Foundation
- Stone Soup festival moved so events are not competing

Manager of Administrative Services – p.20-21

- Preliminary year end statements p.32-47, out of date already
- Auditors here next week to finalize statements
- \$8395 surplus instead
- p.42 surplus 5213 below deferred \$11557, now recognized so surplus up to \$16000 (?)
- discretionary reserve will decrease by \$96000 due to reserve \$87000 going to Kickstand

Manager of Child Care – Jacky Hughes, p.22-23

- Cynthia updated that Jacky has completed her six month probation
- Working on getting to know all the ins and outs of each centre
- Visiting the centres every week and engaging with all staff
- Last HUB meeting was postponed due to snow, and is rescheduled to Mar 24

10. Consent Items

Executive Committee – p.24-26

- Communication Action Plan will be presented at the April Board meeting by Cyn
- Then will be a regular agenda item for Executive meetings
- Edit minutes: Scott was present, remove from regrets list

Arts & Culture Committee – p.48

- Spring Equinox Café is this weekend for all who can attend

Board Development Committee

- Planning for AGM
- Emily will be following up with everyone up for re-election
- Please find a replacement if not running again
- Update agenda to reflect Pamela is the chair

Planning & Development Committee – p.49

- RFP is closed now
- Letter from the Board was sent
- Matthew Halverson contacted Cynthia that review committee being put together with VSB and COV staff, Cynthia & Susanne
- Letter will be cc'd to Matthew by Cynthia

Volunteer Committee – p.51

- Sign up for the free Income Tax clinic is going strong
- Computers in 55+ are too slow, looking into new units for next year
- Yao soon sending invites for the Volunteer dinner on April 17

MOTION TO ACCEPT CONSENT ITEMS AS PRESENTED

John Flipse/ Susanne Dahlin

CARRIED

MOTION TO ADJOURN at 8:05pm

John Flipse/ Pamela Dudas

CARRIED

Executive in camera