

MINUTES – BOARD



Britannia Board Meeting October 14, 2020

Via Conference Call - Zoom

PRESENT: Susanne Dahlin, Annie Danilko, Pamela Dudas, John Flipse, Farren Gillaspie, Pat Hogan, Vera Jones, Ingrid Kolsteren, Freya Kristensen, John Morra, Craig Ollenberger, Jane Stanier, Naina Varshney, Emily Vickery, Li Mei Yip, Noreen Ma, Stuart MacKinnon, Carmen Cho, Ron Scott

STAFF: Cynthia Low, Jacky Hughes, Peter Odynsky, Jeremy Shier, Kathy Whittam (recording)

GUEST: Jason Webber

Cynthia called meeting to order at 6:08pm

1. Approval of Agenda

- add Land Acknowledgement at start of agenda
- add Our Place Assembly under 5. Old Business

MOTION TO APPROVE AGENDA AS AMENDED
Pamela Dudas/ Annie Danilko

CARRIED

2. Approval of Minutes of Sep 9, 2020

MOTION TO APPROVE MINUTES AS AMENDED
Vera Jones/ Emily Vickery

CARRIED

Welcome to our new Board member Pat Hogan. Round of introductions.

3. Election of Executive

- Unique circumstances for election with meeting online
- Going to try polling feature in Zoom app
- Jacky and Peter helping to make it work

MOTION TO APPROVE USING POLL FEATURE AS VOTING METHOD FOR ELECTING EXECUTIVE MEMBERS
Pamela Dudas/ John Flipse

CARRIED

- After election the new Executive for Britannia Board of Management is:
President – Annie Danilko
Vice President – Pamela Dudas
Treasurer – John Flipse
Member at Large – Naina Varshney
Member at Large – Emily Vickery
- Congratulations to the new Executive. Will meet In Camera after Board meeting.

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Guests:

Jason Webber

- the new Principal at Britannia Elementary
- Last school was Tecumseh Annex and has been at other east side schools
- Relate to complexity of zoom meetings to get things done as school staff have had a big learning curve with online learning in June and this fall
- There are 197 students at Britannia Elementary with 93 Indigenous students
- Thanks to Cynthia for having Giles Chin adding colour to the school grounds, he's doing a fantastic job! Parents love the vibrant colour additions and children having fun with new hopscotch
- Look forward to getting to know more staff around the centre and collaborating to enhance student experience on site
- Less than 20 students transitioning from online learning to in class

Stuart MacKinnon (VPB)

- Happy to be the Britannia liaison for the Park Board
- Meeting highlights included in package p.12-14
- Happy to welcome Donnie Rosa back to the Park Board Senior Leadership Team as the General Manager of Parks & Recreation
- Opening of community centres and recreation facilities going well so far

Carmen Cho (VSB)

- Return to school has been the main focus
- High school students have 2 classes per quarter
- Elementary should be in school fulltime, though option to learn online was given
- Oct 13 is transition stage for more students coming back
- 1643 students coming back with 4300 still transitioning, 15% of students
- 2 more dates coming up for students to return, with all back by January
- New procedure for renaming of buildings
- Clarify process and transparent way for people to participate
- Trustees are reviewing the role of the VPD School Liaison Officer and will be issuing a Request for Proposal to take on this review, Board is interested to hear and learn from community to increase engagement

Ron Scott (VSB)

- Works in Community Education office supporting Britannia Secondary and 4 elementary schools
- 625 students in the secondary school
- Only in class for one session per day, rotating between in person & online for two classes each quarter
- Trying to be creative with finding things to do for students
- Only staff and students allowed in school so Peter and Tom are the main partners we can meet with on site
- Able to offer breakfast and lunch programs
- Working with Ian to make sure families have food support
- Grade 8 students went through their orientation, including scavenger hunt to learn way around site and met homeroom teachers, but no BBQ this year
- Will look into finding students interested in filling up to 2 youth positions on the Britannia Board

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4. New Business

Board meeting, planning and training dates

- Date list attached for review
- November date will be the 4th instead of Remembrance Day on 11th
- Planning day will be on the 21st, but not scheduled from 9am-5pm

MOTION TO APPROVE SCHEDULE OF MEETING DATES AS AMMENDED

Vera Jones/ John Flipse

CARRIED

Directors and Officers Insurance

- Board members take on responsibility and liability
- Can be held liable for actions of the Centre such as lawsuits against Britannia
- Should be aware of these responsibilities
- Britannia is member of ACEBC
- \$60 annual membership cost
- Liability insurance for \$1million is \$458/yr, coverage to \$5million is \$940/yr
- Need motion to purchase the annual insurance

MOTION TO APPROVE RENEWAL OF ANNUAL DIRECTORS AND OFFICERS INSURANCE POLICY

John Flipse/Pamela Dudas

CARRIED

Conflict of Interest, Board Policies and Committees

- Be aware of things you need to excuse yourself from when Board is making decisions
- For example: Freya has kids in our Out of School Care and needs to recuse herself from child care decisions
- Media policy states that as a rule the President or designate speaks on behalf of the Board for decisions
- Otherwise need to be clear when speaking as individual and not expressing opinions of the Board
- Grievance procedure and staff relations, if you have issues with staff competence talk to Cynthia
- Along with Conflict of Interest, other important policies to review are Code of Conduct, Harassment, Respectful Workplace, Whistleblower
- Conflicts declared:
 - Vera – any partnership decisions relating to IRSSS
 - John Flipse – kids play sports and hockey through Britannia
 - Craig – member of GWAC
 - Emily – partner is lifeguard at pool
 - Freya – children go to Britannia Elementary and enrolled at OSC

Early Childhood Pedagogy Network

- Agreement with the Early Childhood Pedagogy Network until June 2021
- Will bring the Pedagogist to a Board meeting so you can meet her
- Looking for staff for 3 positions that have opened up at Mt Pleasant and Grandview

All Candidates Meeting

- Will send out information as we hear about them
- Britannia is not a polling station for this election
- Kathy will post something on our boards outside to direct voters to the right place

Kickstand Update

- One of Britannia's success stories
- Opened in 2013 as a volunteer driven bike shop
- Ran out the basement of 1739 Venables until 2019 when they moved to new location
- 2017 they founded Kickstand Society and continued to operate under Britannia until they moved
- Britannia still provided support with admin and accounting
- October 1 the move to separate is complete
- We helped them develop and now they fly solo
- Jeremy will continue to help transition if needed

5. Old Business

Britannia Renewal Master Plan Update

- New consultants have been selected, Perkins Will
- 2 RFP's for consultants on Community Engagement and Indigenous Engagement
- City to resend in different way

Strategic Plan Update

- Good opportunity to update and add views of what we need with COVID lens, BLM, Anti-racism, etc
- Addressing colonization

ACTION – Cynthia to send email out to see who would like to be on working group to and release in December as 2021-25 strategic plan

- Cynthia, Annie, Cyn and Freya available to support this

Partnership Review

- The work on the partnership review has started with Dorla Tune and Kinwa Bluesky from Vantage Point
- Reviewing all documents and interviewing 15 people to help us develop policy, etc
- Public Zoom co-creating sessions in November

2020 Priorities Update

- Priorities had to readjust
- Community action plan, shift during COVID

Our Place Assembly

- looking for Board representatives interested to be on the Assembly
- 2 hr commitment per month
- Naina, Pamela, Emily and Jane are interested in learning more
- Maybe can rotate attendance to share commitment

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6. Partners' Reports

Peter Odynsky (VPB)

- Passed Capital Plan which impacts us
- By-laws regarding temporary shelters in parks
- October public engagement regarding patios
- Re-opening facilities
- We started with outdoor programming
- Pool and Fitness Centre transition to open went smoothly
- Ambassador position has been amazingly helpful
- Good feedback from patrons on experience
- Numbers going up in couple of weeks to have up to 10 people in fitness centre
- Rink having learning curve with user groups that usually use other municipal places and our safety measures
- Still welcoming groups back
- Only programming in large spaces like the gyms
- End of October will expand where we can with capacity
- Looking for VCH direction, changing rules day by day around safety protocols
- 55+ still going strong and building more online as hesitant to offer in person
- 55+ team have been huge leaders on this
- Food program is helping so many
- Tom and youth team took 500 meals out to community
- Reach out to Tom or Peter is want to support the youth committee
- Donnie Rosa back in Park Board leadership, Cynthia will work with Annie to invite her to a Board meeting

Noreen Ma (VPL)

- Trying to launch Connecting to Kith & Kin program again to help with Indigenous Ancestry research
- Shift to online format
- Noreen taking on as organizer with Ariel
- Pilot to start in November
- Vera and Daniel will support
- Branch is looking to expand hours
- Calling back RPT staff
- Hope to be open Mondays in November and then be open 6 days/week
- Oct 2 was in person baby welcome with 25 families participating in the day

7. Administration Reports

Executive Director

- AGM went smooth overall
- Thanks to Peter for managing the in person event in gym D
- Cyn did great co-ordinating with Clark AV
- Received a grant for food \$20000 and currently applying for more grants for 2021

Manager of Administration

- Projected revenue is down
- No huge issues foreseen and no concerns over city budget
- Federal government has announced will carry on support until next summer
- Will keep us in a strong financial position

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- Society side, recreation statement still showing deficit
- Will be reduced as centre surplus balances
- Staffing costs reduce deficits
- Rink program still finalizing all expenses from VACHL last season
- Surplus may be larger than last year
- No refunds but didn't pay ice fees
- Overall will close the year similar to other years
- Approved already \$30000 deficit will be within that
- Doing good especially for pandemic
- Working on 2021 budgets, mostly looking at community centre right now
- December Board meeting presentation for January meeting approval

Manager of Child Care Services

- CCOF Temporary emergency funding from government allowed for Britannia CC's to provide:
 - Executive approved 30% fee reduction for parents
 - 20% wage enhancement for educators
 - \$500 professional development fund for each ECE
- Currently on budgets for 2021
- Britannia CC enrollment is 70% OSC and 65% preschool
- We are working on increasing enrollment for January 2021
- Waitlist is done, marketing spaces
- Parents are not risking for preschool and may need surplus to support
- Exciting time to be in child care and hearing all leaders talking about priority for families
- Provincial funding through MCFD

8. Staff Representative

- Return to work was pretty smooth for most
- VPB took time to refine tune protocols
- Patrons and staff feel safe with opening so far
- Whole site needs cleaning, lighting at night
- VSB coming to look at lights in parking lot

9. Consent Items

Finance Committee

- Roof maintenance continues at 1739 Venables
- Axe Capoeira is back in there for programming
- Space is in high demand as we can only use large rooms
- Only main floor being used right now

Anti-Racism Anti-Oppression Committee

- Still finding legs on what we are doing
- What do we want to accomplish?
- Nov 12th will be the 3rd meeting
- Setting up timeline of small, medium and large tasks we can take on

SEA Committee

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- Healthy Aging Through the Arts (H.A.T.T.A.) program starting up soon
- Programs are on a role
- Oct 21 is next SEA meeting
- Next working on poppies for Remembrance Day

MOTION TO ACCEPT CONSENT ITEMS AS PRESENTED

Naina Varshney/Ingrid Kolsteren

CARRIED

MOTION TO ADJOURN at 8:03pm

Naina Varshney/Ingrid Kolsteren

CARRIED

Executive In Camera