

**Britannia Board Meeting**

**May 14, 2014**

**Board Room – Information Centre**

**PRESENT:** Eva Sharell, Gwen Giesbrecht, Chairperson; Ray Gallagher, Ingrid Kolsteren, Peter Odynsky, Margaret Vis, Stefan Grahovac, John Flipse, Meseret Taye, Susanne Dahlin, Beth Davies VPL, Brendan Boylan, Oliver Conway, Geoff Taylor

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

**REGRETS:** Kathy Whittam, Beth Davies, Morna McLeod, Ed Stringer

**GUESTS:** Alex McKechnie, David Parent, Craig Ollenberger, Tom Durrie

**Call to order by Eva Sharell, Vice President 6:08 PM**

Lori Moretto attended the Board meeting to present a flyer on the Gymnaestrada event that will be held on site this weekend. We are expecting about 1,000 people to come and go on the site.

**1. Agenda**

**MOTION:** TO APPROVE THE AGENDA FOR THE BOARD MEETING OF MAY 14, 2014.

Ingrid Kolsteren/Margaret Vis

CARRIED

**ADDITIONS:** In Camera for Executive  
4B Strategic Plan will be under Board Development  
4C Carving Pavilion listed on Agenda twice

**2. Minutes of April 9, 2014**

**MOTION:** TO APPROVE THE MINUTES OF APRIL 9, 2014. AS CIRCULATED.

Ray Gallagher/Ingrid Kolsteren

CARRIED

**3. New Business**

**a) Audit**

Natalie presented the audit report. She presented with explanation the statements on restricted assets and liabilities. Benefits allowance for staff was explained and our responsibility would be to Britannia Child Care, the City funds these amounts for staff that are funded through the City of Vancouver. We were asked to ensure that staff

comply with the collective agreement on holidays, and we have now sent notice to staff that they must use vacation as per the collective agreement. General revenues have grown, also childcare revenues have grown.

Our maintenance and operation budget including equipment increased a bit. Salaries and benefits are up a little; Park Board had significant vacancies which lowered the budget line. Gaming spending is down but matches revenue. General program expenses are funded by fundraising activities of the Society, and are incurred in respect of various programs at the discretion of the Board of Management.

Operating fund and Development funds are fairly self-explanatory in the document. Liabilities and net assets have explanatory notes attached.

MOTION: TO RECOMMEND THE AUDITED STATEMENTS TO THE BRITANNIA SOCIETY TO BE PRESENTED AT THE ANNUAL GENERAL MEETING.  
John Flipse/Ingrid Kolsteren CARRIED

Thanks to all staff on site for their budget management this last year.

#### b) Carving Pavilion

Briefing note circulated. The new area for the Pavilion was highlighted; we will lose parking spaces. The decision by committee was to change location but retain design. We are removing about 22 to 26 parking spots and changing the traffic flow for the area. There are a number of good size trees that we will retain in the area around the pavilion.

Implications: Increased programming space and we will expand diversity of programs; recognition of our diverse community; huge benefits to Elementary and Secondary students. This will establish a unique facility in the city. We are creating more complexity in the management and operation of the facility. We will stretch resources – staff and funding. There is a lack of connection between Secondary School and Community Buildings. The location in parking lot may have a negative perception associated with moving traffic.

MOTION: THAT THE BRITANNIA BOARD OF MANAGEMENT APPROVE THE CARVING PAVILION AS DESCRIBED IN THE REVISED DESIGN AND LOCATION.  
Susanne Dahlin/Ingrid Kolsteren CARRIED

- c) **National Aboriginal Day** – we are working toward events that will be held on site on June 24, 2014 on the day from 3:00 pm to 7:00 pm in the evening. We hope to have a sod turning around 10:00 am for the Carving Pavilion.
- d) **Site Wide Staff Social** – on Thursday, June 19<sup>th</sup> 11:30 to 3:00 pm; this is a subsidized event with a food truck. Celebrate the end of school year and the beginning of summer.

#### 4. Partners Reports

**Park Board** – Report circulated report with the Board package.

- Park Board recruitment team for hiring has been formulated and will be doing some of our hiring.
- Park Board doing some budget changes.
- Pushing next phase of the Gen7 Program.
- A new registration system coming.
- New program guide is just about ready.
- We are going to have an information tent June 15 to 21st, a chance to get to know and say hello to the community.
- Thanks to the administrative team. There have been some bumps and thanks for the fantastic support.
- Lion's Den re-location challenges.
- Arts and Culture held a fantastic Stone Soup event.
- Draw Down coming.
- Pool and Rink numbers are up.

A ton of new things happening at Britannia. We are looking at marketing to increase participation. Victoria Day weekend we will be holding a family skate.

**Vancouver Public Library** – Report circulated with Board package.

- Beth reported Ariel Coldwell will be based at Britannia. Ariel came from the VPL Board; she is looking forward to working with the partnership.
- Quite successful with SFU Writer's Studio.

**Vancouver School Board – Mike Evans/Geoff Taylor**

- Mike Evans reported the exams started May 5<sup>th</sup>; three exams for the IB program today. Grad is June 10<sup>th</sup>.
- The School Play is on tonight and has been fairly successful.
- Spring sports, volleyball and basketball fairly successful.
- Participation rate fairly successful.
- We are not sure of the next steps in the job action.
- It could affect student's activities in the next month.
- Good meeting today about the Carving Pavilion.

**Community Education** – Mike circulated a report. These are the things that I have been involved in:

- District Closure and Spring Break activities.
- Pathways to Graduation – working with those in the V6A postal code. Schools affected are Strathcona, Britannia, Seymour, plus? Others in postal code. The second phase is roles, work plan and operational steps. Mike highlighted that it is building a graduation package for kids. His role is informing resources in the neighbourhood.
- Vancouver Police Cadets 60 kids grades 10 to 12 from all schools in the Fall 2014. The Cadets will be at Britannia one day per month and every Saturday at Police Training

Centre. The Vancouver Police Cadets poster looked very dark. Comments should be passed to the Vancouver Police Cadets.

- Summer at the Hub partners: UNYA, PIMS, B.C. Summer Games will run June 30 to August 8.
- CLICK Contributing to Lives of Inner City Kids – see website [www.clicktokids.ca](http://www.clicktokids.ca) and there was a handout circulated.
- CST Spring Out of School Program. Circulated information on what happens in after school program in a given term.

BREAK 7:30 pm Return to order 7:57

Thanks to everyone for the work this last year. Thanks to Brenda for the thank you cake and strawberries. Thanks to Margaret and Eva for all their work on the Board as they have decided not to run at the Annual Meeting.

Beth Davies was excused.

**5. Correspondence Report** – circulated at the meeting.

**6. Committee Reports**

- Executive Committee** - the draft Executive Committee Minutes of April 23, 2014 were circulated in the package. My intention to work and see what we can re-capture. Alex from the Secondary School is the only person at this time standing for the staff representative position. Gwen circulated the Britannia presentation to the Vancouver School Board. Lion's Den issue – Cynthia reported that the East Van Lions Foundation is terminating use of space at the Lions Den; we are transferring the programs to the Britannia site. Anne Jackson, the Seniors' Programmer is looking at the continuity of the programs.
- Finance Committee** – the draft Finance Committee Minutes of April 23, 2014 were circulated. John was not able to attend the meeting but stated the information is in the Board package. We went through the audit earlier this evening. Astorino's seems to be bringing in more revenue. John requested the Astorino's statement be sent to him. Natalie Bailey talked about some of the controls that are being considered due to recommendations of the auditors. A new staff member as an auxiliary is being put in place.
- Board Development** – Priorities and Actions – there are some corrections Human Resources "to understand and interpret collective agreements" and Key staff retirements will be a significant loss in brain trust and...

MOTION: THAT THE BRITANNIA BOARD OF MANAGEMENT ACCEPTS, IN PRINCIPLE THE DRAFT OF THE PRIORITY ACTIONS FOR 2014-2015 WITH THE UNDERSTANDING THAT STAFF AND PARTNERS WILL BE CONSULTED FOR THE FINAL VERSION OF THE DOCUMENT. THAT THE FINAL DRAFT OF THE PRIORITY ACTIONS FOR 2014-2015 BE REVIEWED AND APPROVED BY THE BOARD IN SEPTEMBER 2014.

Susanne Dahlin/Ingrid Kolsteren

CARRIED

Thanks to Ingrid, Kathy and Eva for all the work they did.

- d) **Arts and Cultural Committee** – Draw Down coming, East Feast information circulated.
- e) **Child Care Committee** – minutes of April 15<sup>th</sup> circulated at the meeting. Get copy from Sabine. Good participation. Sabine stated that her job is to do the Britannia Child Care and 4 other sites as well. We are very close to reaching an Administrative Services Agreement.
- f) **Library Committee** – no meeting.
- g) **Planning and Development** – Meseret has stepped down from the Chairing of the Committee and Susanne Dahlin is now the Chair. We have reaffirmed the vision of the committee; and we have looked at the objectives, meeting notes on page 78 of Board package. Going to look at other centres and get ideas. More feedback, lots of discussion on an energy centre. We are hoping that we will have a one day charette process to look at design and get feedback. We need more people on the committee. Our voice as one of the largest service deliverers in this area needs to be heard.

The Board requested that Cynthia draft a letter that we would like to see a Britannia seat on the Citizens Assembly. We should ask for organizational representation on the Citizens Assembly. We reserve some time at the next Committee meeting and we hope to have a guest and speak to the issues.

- h) **Program Committee** – Meeting last month. We need better representation and minutes. We need the information of activities onsite; please forward the information to Peter Odymsky for compilation. Next meeting Tuesday, May 20 6:00 pm we are looking at models for statutory holidays. We talked about instructor template. We talked about program evaluation at the last meeting.
- i) **Seniors' Committee** – it has been alluded to that the demographics of seniors are changing, but it is also growing. Lion's Den is a bit of a shock; we are scrambling to try and arrange to have programs here. A lot of people are upset about the Lion's Den issues. Happy to see Tom here and standing for the Board. I hope we can be a presence in resolving the issues. Randi Gurholt Seary is going to share the child care kitchen and their cook so the meals can happen on Tuesday for seniors. Geoff has been trying to help with space.
- j) **Youth Committee** – Stefan and Cleo are unable to attend tonight.

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**7. Administration Reports**

- a) **Executive Director** – report circulated in the Board package. We are having another Give Back Day with Telus; we will be doing the mural previously discussed. We are working with CBC for a live cast of the World Cup; two games, one at 10:00 and one at 3:00. We will arrange permits and CBC will arrange tents and all other materials.

MOTION: TO CONTINUE THE MEETING FOR ½ HOUR

John Flipse/Oliver Conway

CARRIED

- b) **Manager of Administration** – circulated report in the Board package. Report pages 83-86 very bottom 447,000 should be \$47,000 and page 84 Kickstand has used \$328 dollars. Brit child care holding its own. Audited statements analysis is there. Eagles is doing okay, Grandview has bit of a deficit, and Sabine is working on enrolment. Lord Nelson doing well, we are relooking at Mt. Pleasant. HR Volunteer Coordinator, Latin American Youth Worker, Cashier RPT, Seniors Programmer finalized today. Two positions in admin reclassified. Lots of HR issues coming up. Full service hiring model, work with city to do the administration work, the new process starts May 26<sup>th</sup>. Facilities - we have some issues in the pool. Pool closure is done, we are waiting, and Peter is going to do a walk through with staff to see needs. City Real Estate and Facilities management have not got back to us yet.

- c) **Manager of Child Care** – circulated report in the package. Working with Rocco, Ping, and Jessica over the financial statements. Accounting has been working very hard on the accounting. I have applied for the enhancement grants, meeting went well, they were impressed with the partnership and the hubs, will work with Sabine on Board training with Vantage. Survey through email for feedback from parents. We had a great meeting with BCGEU, great discussion, how could they support workers. Everyone getting ready for summer.

MOTION: TO RECEIVE THE REPORTS

Ray Gallagher/Brendan Boylan

CARRIED

MOTION: TO ADJOURN THE REGULAR BOARD MEETING AND GO IN CAMERA

Ray Gallagher/Brendan Boylan

CARRIED

9:23 p.m.