

Board Meeting

October 9, 2013

Board Room – Information Centre

PRESENT: Gwen Giesbrecht, President; Eva Sharell, Ray Gallagher, Kathy Whittam, Ingrid Kolsteren, Meseret Taye, Stefan Grahovac, Ed Stringer, Morna McLeod, Cleo Tracey, Susanne Dahlin, John Flipse, Geoff Taylor

STAFF: Cynthia Low, Beth Davies Vancouver Public Library, Brenda Coombs (recording), Sabine Tanasiuk, Mike Evans

REGRETS: Natalie Bailey, Oliver Conway, Brendan Boylan

Call to order 6:08 p.m.

1. Agenda

Gwen highlighted the change in the Agenda of the partner reports being moved up on the agenda as per the discussion last meeting and agreed to by the Executive. We are trying this agenda change so please pass on any feedback.

MOTION: TO APPROVE THE AGENDA FOR THE BOARD MEETING OF OCTOBER 9, 2013 NOTING THE CHANGE IN THE ORDER OF THE PARTNERS' REPORTS.

Ray Gallagher/Ingrid Kolsteren

Carried

2. Minutes of September 11, 2013

MOTION: TO APPROVE THE MINUTES OF SEPTEMBER 11, 2013. NOTE SPELLING OF CLEO TRACEY ADD "E". BOARD LIAISON LIST - CORRECT SPELLING OF HEATHER DEAL AND TREVOR LOKE AND ADD SABINE TANASIUK TO THOSE PRESENT.

Ray Gallagher/Eva Sharell

Carried

3. New Business

- a) **2014 Budget Process** – the city has informed us of the budget process for 2014. We are also preparing the Society budget. We are working with programming staff, child care staff, CAPC staff and Community Education staff in the preparation of the budgets. 1st draft of budget will be presented to Finance Committee on October, 2nd. Another draft of budget to Finance Committee in November and final approval at the Board in December. There is a zero change in our budget from City. CUPE staff increases are funded as well. We also need further discussion on the subsidies.

- b) **Britannia Open House** – Gwen stated the school is participating. Mike stated the school staff have embraced the Open House proposal. We are looking at the coordination of the event and we are meeting with a Committee made up of interested staff and partners. The event will have participation from site partners and we hope will build positive perception about Britannia. We want parents to come and visit and see the programs and amenities. We are going to also do a spring event in early June. We are trying to get sponsorship from a film company to assist with lighting the site. Open House 1:00-7:00 pm and the Library has agreed to change their hours for the event.

Some of the planned activities are: free skating, free swimming, and poetry on site. There will be some costs, out of discretionary funds, a budget will be presented to Finance Committee at the end of this month. Cynthia will provide information to Board members so they can contact their liaisons and let them know what is happening and invite them to Britannia for the event. We will have a passport that will be stamped at each venue, and will be entered at the end of the day for two tickets to the Canucks game in a VIP box. We are going to make postcards, posters, handbills, press releases, it will go through the committees. Britannia Alumni are interested in helping out. We are going to schools outside of our area. Inviting elementary schools to come and perform. PAC will be contacted and they are looking at tours for parents.

4. Unfinished Business

- a) **Subsidy Policy integration with OneCard** – Britannia has always provided subsidies for our programs. Now that the subsidies are automatic there may be a higher uptake.

MOTION: THAT THE BRITANNIA BOARD PARTICIPATES IN THE CITY WIDE LEISURE ACCESS SUBSIDY FOR ALL ELIGIBLE PROGRAMS INCLUDING FEE FOR SERVICES THROUGH OUR INSTRUCTORS.

THAT BRITANNIA BOARD RENEGOTIATES CONTRACTS WITH INSTRUCTORS TO ENSURE EQUITABLE AND FAIR REMUNERATION FOR SERVICES. AS THIS IS A NEW PROGRAM, IMPACTS TO ENROLLMENT AND REVENUE ARE UNCERTAIN. TO ALLOW FOR THE UNCERTAINTY THE WINTER 2014 SEASON WILL BE A PERIOD OF TRANSITION AND ASSESSMENT. DURING THIS PERIOD BRITANNIA BOARD WILL GUARANTEE THAT ESTABLISHED AND LONG TERM INSTRUCTORS WILL RECEIVE THE SAME REMUNERATION PER STUDENT AS THEY DID IN THE WINTER 2013 SEASON. NEW INSTRUCTORS AND INSTRUCTORS OF NEW PROGRAMS WILL BE OFFERED CONTRACTS WITH A 70/30 SPLIT OF NET PROGRAM REVENUE; 70% OF NET REVENUE WILL BE PAID TO INSTRUCTORS AND 30% RETAINED BY THE CENTRE.

THAT THIS ARRANGEMENT BE REVIEWED IN JANUARY 2014 AND REVISED AS NEEDED.

Eva Sharell/Morna McLeod

Carried

MOTION: THAT THE BRITANNIA BOARD DIRECT THE MANAGEMENT TEAM TO DEVELOP THE 2014 BUDGET BASED ON THE PROBABILITY OF A \$25,000 IMPACT ON THE 2014 BUDGET, AND THAT THE SUBSIDIES BE MONITORED EVERY QUARTER.

THAT THE BRITANNIA BOARD INFORM THE CITY THAT WE HAVE AN EXPECTATION OF ASSISTANCE FROM THE CITY THAT DUE TO THE LEISURE ACCESS PROGRAM POSSIBLE LOSSES WHICH WE EXPECT TO BE IN THE SCALE OF \$5,500 TO \$31,665 AS A RESULT OF ADOPTING CITY WIDE ONECARD POLICY. THESE SERVICES COSTS MAY BE RECOVERED THROUGH COMMUNITY SERVICE GROUP FUNDING AND/OR DIRECT CREDITS TO BRITANNIA OPERATING BUDGET.

John Flipse/Ed Stringer

Carried

Also we develop the 2014 budget with a possible \$25,000 impact to the discretionary budget.

Cynthia is recommending to the city that the impact may have a direct impact on our budget and that we are looking for support from community services.

The hope is a 70/30 split across the board. There was a meeting with instructors and they have been asked for their concerns and feedback.

- b) **Sharing Space Making Place – a welcoming place for all** – Cynthia stated she is in need of assistance from staff and the Board. There may also be folks from the Planning Committee.

MOTION: THAT THE EXECUTIVE DIRECTOR THROUGH THE PLANNING AND DEVELOPMENT COMMITTEE ACT ON THE INFORMATION FROM THE SHARING SPACE MAKING PLACE MEETING TO MOVE FORWARD ON THESE ISSUES.

Susanne Dahlin/Ingrid Kolsternen

Carried

Actions to Consider: Strike a small working group from the Board to review the notes from the workshop Making Place Sharing Space, as well as the notes compiled from the youth groups and consider the community input as well. Then we contact community as a second part of the process. We should have a representative from youth on the working group.

5. Partners' Reports

- a) **Recreation** – Written report circulated to the Board. Susy has stepped down as acting CRC and has returned to the rink. We are shortlisting and will be setting up interviews hopefully next week. Seniors Programmer, a combining of two Regular Part Time positions being made into one full time position, as one of our long term seniors' Programmer has retired so this is a good time to review. Cynthia stated the review is an

extensive process. Vacancy Management reviews then job specs have to be looked at. Robert is going to help us through the carving project. Pool maintenance completed. In-service for fitness instructors. Rink is back in full operation.

- b) **Library** – Erie Maestro has submitted the written report. Beth Davies is attending this evening to talk about the Library. We have some new furniture. New aboriginal story teller in residence. Downtown Eastside Strathcona branch is going to public hearing.
- c) **Secondary School** – Geoff Taylor stated that he would like to have the report to the Board in advance of the meeting. Lots going on. School play, concerts, programs, we beat John Oliver at Volleyball. Some excitement around the Open House. Working on PBIS and assessment for learning. Bus passes has been a big challenge. 57 applications 2 approved, the Board is setting aside some funds for us. They have heard us and it will provide work for Geoff and some Counsellors but it is good news. There may be some bus pass funds through ICBC. Good opportunity for staff and students. Reconciliation activities 120 students and staff in attendance. Aboriginal feast at the school last night 80 or so attended. PAC is looking for guests to speak. Mosquito anti-loitering devices, there was not enough consultation, there have been discussions when I heard I could turn back on, I said yes. My apologies if you feel I did not consult. I would support cameras on site. Meetings with partners and police for development, inner city revisiting task forces. Cost efficiency is being discussed, how do we get costs down, but that is counter to what we are trying to do to create more use. Hallowe'en Dance will be held the Wednesday before Hallowe'en. The school play is **A Christmas Carol**. Britannia Sign is in the permit process at the City.
- d) **Community Education** – First meeting of committee on September 23rd. The other main group Mike meets with is the Britannia Hub. Our after school program starts next week. We have applied for grant funding for programs with a focus on yoga, skateboard and dance. On the Community School Team new teacher Patty Holmes. There was crime prevention crew looking at how community centre and schools operate here versus how they operate in France. They have quite a different model. The next two weeks a group from the lower mainland United Way where we have some gaps, Phillip, Haggart North will be visiting us. GWAST Grandview Woodland Area Services Team, Kate Hodgson is the new chair. Geoff stated that we receive a lot from the Community Education team, the impact is great. Kilimanjaro trip has been approved for January 2015. All students will create an understudy for each position; the school will be asking the community centre to support the students. Tom Higashio will be a resource.

BREAK 7:42 p.m.

RETURN 8:00 p.m.

6. **Correspondence** – circulated

7. **Committee Reports**

- a) **Executive Committee** – minutes of August 28 and Sept 25th circulated. Gwen reported on the meetings. We have changed the agenda format and we are interested in feedback. Information meeting about the association issues is on October 16th; Gwen read an email on the protocols agreed to for the operating agreements with the

associations. We have only received one response so does the Board wish to go ahead with the meeting on the 16th? If we do not have additional representatives then it was agreed that we cancel the meeting. If the meeting does not go ahead Cynthia will send our apologies to the person responding.

- b) **Finance Committee** – minutes of August 28th and September 25th and the financial statements were circulated. Astorino's is running a large deficit. We have an operating deficit. The budget has been loaded. Out of School is in a surplus position, Preschool doing well. Other child care sites are okay financially. Anticipated loss overall could be \$20,000. They have increased revenue by hiring of new staff which starts at a lower rate; overall they will continue to lose money. Occupancy permit came through this week for Astorino's.
- c) **Board Development** – written report circulated. We had a Finance workshop with Natalie Bailey that went well. We thought we would have another Board retreat, follow up on projects from last September. We would like to know if the Board is interested. At the Planning and Development Committee we learned about the funding model. People who were involved in the previous process, we need an in depth discussion on the capital plan. This could be one of the topics for the Board retreat. Cynthia will send out some dates for January. We have the notes from last year, and the priority planning notes as well, Cynthia will send out that information in the November Board package. We should also have a budget for the event before we can do planning.
- d) **Child Care Committee** – Minutes circulated. It was a good meeting. The report on the administration was circulated and discussed.
- e) **Program Committee** – Brendan not available this evening.
- f) **Youth Committee** – Cleo stated things going well. Our goal is to get students more involved, meeting right after school and that is going well. Stefan stated we are planning events, we are doing joint events with student council, going to try and do Breakfast with Santa. We are looking towards issues on site, and how to assist in these issues.
- g) **Planning and Development** – Meseret reported that there was a meeting last week, two new Board members and one community member. How the committee has developed and historical context on site and the Capital Plan. We want to see the Board commitment to the Capital Plan/Master Plan. We talked about the Grandview Woodland Community Plan. One of the things we decided we are going to draft a letter on behalf of the Board on how we need to get more involved. Susanne stated we appreciate the extension of the community plan but we need to be involved. We decided to put together a letter on behalf of the Board and Britannia wants to be recognized as part of that process. The deteriorating resources and lack of green space in our area is a very large concern. They have decided to go ahead with the Boffo development by the end of this year. We want to be part of that and engaged in that process. We did acknowledge that the Mayor indicated a number of reduced stories in building height, but we don't know what that looks like. Draft letter circulated.

Gwen stepped out of the chair to discuss the issues. Agreed to remove the reference to the Lion's Den. "The Lion's Den....and protected." Be removed.

MOTION: THAT THE BRITANNIA BOARD SEND THIS SECOND LETTER TO CITY COUNCIL AS AMENDED.

Eva Sharell/Ray Gallagher

Carried as Amended

AMENDMENT: REMOVE THE LION'S DEN....TO AND PROTECTED.

Morna McLeod/Ingrid Kolsteren

Carried

- h) **Arts and Cultural** – Ingrid reported the meetings are going well, we are having an additional meeting next week to discuss our mandate. We have a youth artist on site who is creating youth murals – Igor Santizo. Lisa, Kathy and Annti are creating a Sustaining World event. Great green groups will fill the gym. Race to Zero waste. Kathy will send an email with the details of the event to be held October 27th. In the evening we are doing a filming of the Clean Bin Project. Volunteer Committee still needs a Board member.

8. Administrative Reports

- a) **Executive Director** – we have received \$85,000 towards the carving pavilion. I have circulated a briefing note on Gen7. City wide partnership we had a Gen7 partnership here that went quite well. We would like to continue in phase two. Not necessarily to create activities for aboriginal youth but to develop the youth. \$5,000 out of Discretionary Fund towards phase two. Mike stated the training was too fast last time. Maybe more focus and try not to do too much. The coordinator is Ginelle MacMillan. It was stated that this leaves \$2,000 in this line of the budget and we have not budgeted yet for the Open House.

When will we have clarity on the accounts? The Programmers have been asked to generate all expenses to year end.

MOTION: THAT THE BRITANNIA BOARD APPROVES \$5,000 TO GO TOWARDS IMPLEMENTATION OF PHASE II OF THE GEN7 PROJECT FROM BOARD PROJECTS FUND. THIS AMOUNT IS APPROVED PENDING REVIEW BY THE FINANCE COMMITTEE

Susanne Dahlin/Ingrid Kolsteren

Carried

- b) **Manager of Administration** – Natalie is ill so she is not here. Her report is page 51 to 53. Child care is going very well, there are some deficits in Preschool but surplus in Out of School Care, so they will balance out.
- c) **Child Care Manager** – Sabine circulated her written report. Staff are working extremely hard with Sabine over the financial picture. She has written four grants for Britannia
- d) Child Care Early Childhood Education Training for parents in the community in partnership with CFEC, CPAC, and Community Education.

MOTION: TO RECEIVE THE REPORTS.

Eva Sharell/Ingrid Kolsteren

Carried

Announcements – Recycling this Saturday. Always needs more volunteers. Bottle drive is coming.

MOTION: TO ADJOURN THE REGULAR MEETING TO GO IN CAMERA.

John Flipse/Ed Stringer

Carried

MOTION: TO GO IN CAMERA.

Ray Gallagher/Ed Stringer

Carried