

Britannia Board Meeting

May 8, 2013

Board Conference Room

PRESENT: Gwen Giesbrecht, Chairperson; Eva Sharell, Ray Gallagher, Meseret Taye, Dan Fass, Ingrid Kolsteren, John Flipse, Susy Bando, Acting CRC; Inness Campbell, Brendan Boylan

REGRETS: Tammyanne Matthew, Trevor Mah, Jim Ion, Margaret Vis, Oliver Conway, Geoff Taylor

GUESTS: Mike Evans, Guest running for Board, Randi Gurholt-Seary, Morna McLeod, Susan Dahlin

STAFF: Cynthia Low, Natalie Bailey, Brenda Coombs (recording)

CALL TO ORDER 6:07 P.M. by Gwen Giesbrecht, President

1. AGENDA April 10, 2013

MOTION: TO APPROVE THE AGENDA FOR THE BOARD MEETING OF MAY 8, 2013 WITH ADDITIONAL ITEMS UNDER THE COMMITTEE REPORTS.

Ray Gallagher/Dan Fass

CARRIED

2. BOARD MINUTES OF APRIL 10, 2013

MOTION: TO APPROVE THE MINUTES OF MARCH 13, 2013 AS CORRECTED: Possible guest speaker Andrew Pask not Pascal

John Flipse/Ray Gallagher

CARRIED

3. NEW BUSINESS

a) Audit documents and the Management letter were circulated. Natalie explained the audit documents as well as the Management Letter and actions taken to respond to the recommendations. Also provided explanation for deferred revenue.

Ray Gallagher stated the auditors attended Finance Committee and went through the entire process and the members of the Committee reviewed the audit to their satisfaction.

MOTION: TO ACCEPT THE AUDITED STATEMENTS TO THE SOCIETY AND PRESENT AT THE AGM THE STATEMENT OF OPERATIONS AND STATEMENT OF FINANCIAL POSITION.

Brendan Boylan/Eva Sharell

CARRIED

b) SUBSIDY POLICY – Cynthia Low highlighted the policy. There is uncertainty as to how the policy applies at all times. CAPC program have been working on involving families. When we went out we found out that there are very different practices at Britannia. Dollar value for subsidies for 2012 is \$7,358 including pool and rink \$24,534.13 for the year.

2013 – So far \$10,366.96 in subsidies and we are one quarter through the year. Cynthia will be providing subsidies to some of the families from the Ray Cam area. We need to know what our limitations are. We will do an analysis of the policy and that will come to the Board.

c) Resignation – Jim Ion is unable to continue on the Board of Management.

MOTION: TO ACCEPT WITH REGRET THE RESIGNATION OF JIM ION.

Ray Gallagher/Brendan Boylan

CARRIED

d) Youth for Climate Justice Now

Earth Day Jackie Grade 11 Student from Windermere

The purpose was to motivate and educate youth on what Earth Day is all about. Mainly target youth, using the school PA to do announcements. The day of the event was a problem with booking, but Britannia supplied tents and items and that was great.

4. UNFINISHED BUSINESS

a) Britannia Carving

There is a carving pavilion project that is underway. We are in the process of signing off on a Memorandum of Agreement that says we will work collegially on the project.

Some questions were raised on the Memorandum 1) Raising funds under item g) the school would have any financial arrangements but the school district would support raising of the funds. 5 a) “all” should be removed.

There is no expectation of Britannia supplying any funds. This may be useful to clarify as this does commit us to Human Resources. We should publicize the information on the displays around the Britannia site and notify the Board.

Re: Memorandum: g) tighten up or made more explicit and changes to wording to 5A and percentage are circulated to the Board prior to signing. WE are supportive of fundraising efforts but not doing it ourselves.

b) Britannia Child Care Review Update

A request from the Board to provide a report on the Britannia Child Care Program. Due to the Child Care Manager leaving and a lack of resources we can't supply the report today. The Britannia Childcare Budget for Preschool 2013 was circulated.

Cynthia Low went through the different scenarios. That we aim for Column 2AA and our proposal is that in the beginning of August we would let them know prior to August. If we choose to review our program that could impact Out of School Care.

Randi talked about the past history of the preschool and that there has been a boom in infants born. If they choose this facility then possibly we could have full enrollment. In the past 85% has been achieved.

Out of School page 65 of the package, the statement of earnings shows they have done well, the first quarter is generally profitable in the school year. It will probably do a little better than break even. How would this cut affect the program. Randi stated we would lose program planning and development, meeting with parents, kindergarten entry for special needs, meet with physio-therapist, speech therapists. We have already taken away programming time on Fridays to expand the actual program times.

Most other child cares do some fundraising. Britannia does not have a parent group that does fundraising. These figures will come back. One week earlier closing of the program as a cost saving.

Britannia reserve could be looked at and the bad debt is also an area to look at. You can put pressure on the government to fund the program properly.

MOTION: THAT THE BOARD WOULD LIKE TO SUPPORT BRITANNIA PRESCHOOL BY CONTINUING THE CURRENT PRACTICES, AND TRYING TO ACHIEVE 100% ENROLLMENT WITH THE FINANCE COMMITTEE MONITORING THE PROGRAM AND REPORTING TO THE BOARD ON THE COVERAGE OF ANY DEFICIT FOR THIS PROGRAM FOR THE YEAR ENDING IN DECEMBER 2013.

Brendan Boylan/Ingrid Kolsteren

CARRIED

MOTION: TO SEND A LETTER TO THE B.C. CENTRE OF ABILITIES RE SUPPORTED CHILD CARE PROGRAM OVER THE FUNDING OF THE PROGRAM.

Brendan Boylan/Eva Sharell

CARRIED

c) Annual General Meeting – Orientation

Meeting right after AGM to elect Executive and decide on the Board Orientation, snapshot of the partnership was a really good piece of information. We have a two hour Finance Information Workshop session 3rd Wednesday in September - September 18th.

There are two 1 year positions – we may not have people to fill these spots. People could be nominated from the floor, or we could appoint. The people with the least amount of votes would fill the 1 year position, or the Board could make a decision on the filling of the positions. Could be a ratification or by acclamation.

d) Women Transforming Cities – it was a great event and great attendance, lots of diversity. Spent less than half the money.

e) Astorino's Update – Analysis of projections of Astorino's. Cynthia circulated three worksheets. Return them so that the information can be re-used. Three different financial statements were circulated with possible scenarios.

Gwen had to leave at 8:31 pm and she wanted to thank everyone. To our Management Team Cynthia, Natalie and Brenda Coombs who support this Board. We will see you at the AGM.

MOTION: TO EMPOWER THE BRITANNIA REPRESENTATIVES TO ACHIEVE THE 80% LEASE AGREEMENT OR NO MORE THAN \$18,000 PER YEAR. WHEREAS THE ASTORINO'S PROJECT IS A NEW BUSINESS THAT THE BOARD IS EMBARKING ON, HOWEVER IN ORDER TO BE ACCOUNTABLE TO OUR MEMBERSHIP, WE MOVE THAT THE PROJECT BE SELF-SUSTAINING AND SELF-FUNDING THE BOARD SUPPORTS \$18,000 PLUS GST FOR THE LEASE OF ASTORINO'S.

Brendan Boylan/Ingrid Kolsteren

CARRIED

f) Election Forum – Dan Fass election forum update. This year there was a Board initiative we were in discussion in three other community centres. Candidates - lack of availability of candidates, the same facilitator chaired for Ray Cam. They had about 80 people. We spent under \$1,000. Next election is 2014 for Municipal elections. Review in May 2014 whether we want to do these forums, or what type of forums we want to do.

g) Scholarships – June 11 Britannia - Ray Gallagher will present
May 31 - Van Tech - Brendan Boylan will present

MOTION: TO EXTEND THE MEETING.

Dan Fass/Ray Gallagher

CARRIED

5. COMMITTEE REPORTS

a) Executive Committee – circulated minutes of April 24, 2013.

b) Finance Committee – circulated minutes of April 24, 2013. Recreation fee for service is different in revenue and wages and benefits. \$10,000 gap unfunded costs. Registration for hockey program was left until April Roving Leader and Hockey Program stand out. Natalie's report explains it a little better.

c) Board Development – haven't had meeting; we need some new committee members. Financial workshop in September. Working on the election and AGM.

d) Program and Special Events – have not been meeting – we are looking at revamping. We are still going to have a meeting in June.

e) Youth Problem – youth outside, swearing, drinking and smoking drugs. The Board is going to have to give Cynthia some direction. We are getting complaints; staff are saying it is a problem. We have to address it, what is going on is not good. There has to be a minimum of conduct on site.

f) Planning and Development - day after the last Board meeting. Meeting for tomorrow. This year Planning and Development has been an umbrella for Board projects. Astorino's and the Election forum.

Ian Marcuse - the Britannia potato farm kids will be doing murals on the boxes and around the fence. Architects for a green legacy, 20 kids attended workshop on anti-discrimination, street front garden. Please come out tomorrow.

g) Arts and Cultural minutes of April 4 circulated. This is a really active committee. This Sunday Stone Soup, On June 2nd - East Feast, an Art projects from community and 3 artists were chosen. \$20 for the meal and you get to vote for one of the artists. The committee is anxious to get the Arts Programmer in place. The Board usually has a table they share with Britannia neighbours. Ingrid will be there - chocolates, summer program and AGM flyer will be distributed.

MOTION: TO RECEIVE THE REPORTS.

Dan Fass/Ray Gallagher

CARRIED

6. ADMINISTRATION REPORTS

a) Executive Director – written report circulated. Arts Programmer interviews on Friday. We are in need of a Board member for the interviews. Interim Child Care Manager - we are confirming references for June 1 start. Met with City and Provincial reps re: how things are going at Britannia

b) Manager of Administration – written report circulated. Page 88 audit process, financial statements and the budget. We have already discussed the off-site child care; repost Regular Part Time in the pool as a cashier and a posting for Community Recreation Coordinator by Friday. Ice Arena looking good - we did a walk through for the shutdown in September. Walk through the site for facilities during the summer. Equipment issues coming up for Fall spending. Child Care Manager – Page 90 - two candidates, not four, were interviewed for the Child Care Manager. In the interim part time departmental support of 12 to 15 hours and Natalie is dealing with some issues.

MOTION: TO RECEIVE THE ADMINISTRATION REPORTS.

Dan Fass/Ingrid Kolsteren

CARRIED

7. PARTNERS' REPORTS

a) Park Board – written report circulated. '91 and '92 Roving Leader Program Off the Grill meal program. Youth receive vouchers to pay for a meal, open dialogue and engage youth. Stone Soup on Saturday, Vancouver spectacular alley clean up – will be a police vehicle where you can drop off prescription medicines that have expired. Rink will reopen on Friday.

b) Britannia Library – report circulated - we launched our new strategic plan, you have the link. We have been giving out food vouchers and author readings as part of Stone Soup.

c) Secondary School – as Geoff was not available there is no report

d) Community Education – report circulated.

MOTION: TO RECEIVE THE REPORT.

Ray Gallagher/Brendan Boylan

CARRIED

Announcements

MOTION: TO ADJOURN TO IN CAMERA SESSION 9:15 P.M.

Dan Fass/John Flipse

CARRIED