

West Point Grey Community Association Board of Directors Meeting Minutes Wednesday, April 7th, 2010

Present: Chair Bill Moran, Andrea Maitland, Malcolm Cant, James Gill, Chris Hilsden, Matthew Greenwood, Ruth Kendall, Pei Pei Chu, Ron Bourgeois, Dawn Polley, Vivian McCollor, Julie Paton, David Neiman, Garth Jones, Judie Davis-Glick, Jennifer Smith, Shamsah Mohammed, Raymond Greenwood

Regrets: Christina Fodor, Richard Strachan

Youth Director: Peter Staiger

Staff: Hanna Maron

1. Call to Order

The meeting was called to order at 7.05 pm
Self-introductions followed.

2. Approval of Agenda

The agenda was approved as circulated
Motion: David Neiman, Seconded: Ruth Kendall

3. Approval of Minutes from March 3, 2010

The minutes were approved as circulated.
Motion: Pei Pei Chu, Seconded: Vivian McCollor, AIF

4. Correspondence

There was no correspondence but the directors present were encouraged to familiarize themselves with the information they had received in the meeting package.

Action: Bill Moran promised new directors that they would be emailed information regarding the West Point Grey Community Centre: Expansion Concept Design Report.

5. Committee Business

Youth Committee

5.1.1 A written report had been received and circulated.

5.2 Finance, Budget and Audit Committee

5.2.1 There was no report, as there had been no committee for the last two months and also no treasurer. Hanna Maron explained that

the Finance Committee usually reports every three months, on a seasonal basis. The last report had been received in February. James Gill noted that PG Academy had not yet been invoiced for rent. He also explained that in the association's bookkeeping revenue is realized on accrual basis and expenses on cash basis. The bookkeeper had been working full-time for VANOC during the Olympics and the Academy had been closed. James and Hanna also explained that certain months show more income and others payouts. The fiscal year end is August 31st.

Finance Committee: James Gill, Chris Hilsden and Ron Bourgeois volunteered to sit on the committee. The first meeting will be on April 27th at 4:00 pm.

5.3 Executive Committee

5.3.1 Nominations for Board

There were five nominations for four open positions. Four of the nominees were present: Matthew Greenwood, Chris Hilsden Ron Bourgeois and Malcolm Cant. First they were asked to tell a little bit about themselves. Then a motion was made to appoint them.

Motion: Garth Jones, Seconded: Andrea Maitland, AIF.

Jennifer Smith advised that she would be resigning in the near future. It was agreed that the fifth nominee, who wasn't present, would be appointed to fill Jennifer's place at the May meeting.

5.3.2 Election of Vacant Executive Positions

Treasurer: Matthew Greenwood nominated Chris Hilsden, Andrea Maitland seconded. Chris accepted the position and was appointed Treasurer.

Secretary (the Society's Act requires that each society has a secretary, in this case the role is more of an archivist)

Ruth Maitland nominated Vivian McConnor, who declined. The position was left open for the time being.

Signing officers: (two signatures needed)

David Neiman. Andrea Maitland, Christina Fodor, Matthew Greenwood, Vivian McCollor and Dawn Polley agreed to become signatories.

Motion to accept: Ruth Maitland, Seconded: Pei Pei Chu

Discussion followed about financial procedures. James Gill reported that they were updated last year and that auditors were happy with the procedures.

5.3.3 Approval of Final Version of Expansion Plan: A, B, or C

A long discussion followed whether the board is ready to vote at this time or not. Even if a plan is selected, Park Board needs to approve the expansion first before the Association moves ahead with it. James Gill reported that Park Board had assigned a planner for the project and that there was a possibility of West Point Grey getting in the City's 2011 Capital Plan. He also reminded that the selection of the plan does not commit the Association to the building project. The public had preferred Plan C.

Upgrading would reduce expenses by combining space and making it more accessible.

James Gill mentioned one distinguishable feature of each plan.

C: most expensive, easiest to build, most environmentally friendly

A: moving the front door from 2nd Avenue to NW Marine Drive, would have an affect on the parking area

B: green roof, fitness centre below grade (entrance from 2nd Avenue)

Motion to choose Plan C was made by Raymond Greenwood, Seconded by Matthew Greenwood. AIF

Opposed: David Neiman. Two directors abstained from voting.

5.3.4 Volunteer of the Year

Each community association nominates a person for the Vancouver Parks and Recreation every year.

Motion was made by Garth Jones to table the nomination until next meeting, seconded: Matthew Greenwood.

Action: Notice to be sent to the various groups asking them to send their nominations to Garth Jones.

5.4 Operations Policy and Planning Committee

5.4.1. Committee Chair Ruth Kendall gave an oral report.

Garth Jones had been previously chosen to form a

Communication and Marketing Committee. Matthew

Greenwood, Dawn Polley and Vivian McCollor volunteered to join Garth in the Committee.

Fitness Committee: Shamsah Mohammed is the only member at the moment.

Bill Moran explained that there are three standing committees:

Finance, OPP and Facilities Policy and Planning.

There is a desire to have other special sub-committees such as Fundraising and Building,

5.5. **Facilities Policy and Planning Committee**

5.5.1 Committee Chair Andrea Maitland gave an oral report.

Fundraising Committee was created with Raymond Greenwood, Ron Bourgeois and Matthew Greenwood volunteer to join.

Building Committee was created with the mandate to get the expansion project into Capital Plan. James Gill and Ruth Kendall volunteered.

It was agreed to set up a spending limit of \$500 for each sub-committee. The new directors were told that every Community Association has a joint operating agreement with the Park Board. Park Board's website has a lot of good information. For instance, it shows that West Point Grey had signed its agreement on April 19, 1979.

Hanna Maron reported that the Centre is going through some staff changes and a new programmer Marina Rivardo has just started.

He also told that the BCRPA Conference would be in Kelowna May 11, 13, and 14. Christina Fodor had expressed interest in representing the Centre.

Hanna offered to give the new directors a tour of the buildings prior to the May meeting, starting at 6.30 pm.

He also suggested that directors should sign up for programs through a programmer (Bob, Sharon or Marina) rather than with the front office staff.

6. **Vancouver Park Board**

No representative was present.

7. **Other Business** - none

8. **Adjournment**

The meeting was adjourned at 9:00 pm