

**West Point Grey Community Association
Board of Directors' Meeting Minutes
Wednesday, June 4th, 2008**

Present: Chair James Gill, Andrea Maitland, Ruth Kendall, Christina Fodor, Jennifer Smith, Bill Moran, David Johannson, Vivian McCollor, Chris Parfitt, David Neiman, Ian Clements.

Regrets: John Mills, Richard Strachan

Guests: None.

Staff and Commissioner: Bob Hindley (CRC), Korina Houghton (Commissioner)

Recording Secretary: Tanya Donaldson

The meeting was called to order at 7:00pm.

1. Approval of the Agenda

Add Olympics under committee reports.

M/S Kendall/Moran

Move to accept the agenda as amended - carried

2. Approval of May 7th, 2008 Minutes

4.5.2 – add August to high season of wedding rentals, Korina had sent regrets, she was not present.

M/S Johannson/Maitland

Move to accept the May 7th 2008 board meeting minutes as amended.
- carried

3. Correspondence

None.

4. Committee Business

4.1. Youth Committee

4.1.1. Scott submitted a written report. Things are starting to slow down as exams start. The youth council did have a clean up of the youth room. Scott is trying to get some youth volunteers for Fiesta. Scott continues to work on connections with the local schools.

4.2. Finance, Budget, Audit

James reported on behalf of John.

4.2.1. April Financial Statements

Balance Sheet

The prior month is now included on the balance sheet. Most items are consistent. There was an increase in our cash position, as April is a registration month.

Income Statement

We continue to see the impact of the strike as compared to last year, however doing well compared to budget. We will not reach the youth revenue figure, as we are not getting the Folkfest parking. We will also not reach the aerobic revenue, as reported last month. The rental revenue is up compared to last year, with some timing of WPG Academy rental payments. The expenses are lower this April, than last, but May will be a heavy expense month.

M/S Clements/Neiman

Move that the April statements be accepted as circulated.

- carried

4.2.2. Operating Budget

It has been a consistent practice of the Association to top up the wages for Trimble Park playground leaders. We are asking that the Association approve \$2000 for this year, allocated to special events. This would be an amendment to the operating budget.

M/S Jones/Parfitt

Move that the Association amend the operating budget to increase special events expense by \$2000 for Trimble Park playground.

- carried

4.2.3. Photocopier

The photocopier on last legs. Staff are looking at lease vs purchase. A couple of other centres have just replaced their photocopier as well, so we are getting their information. We will hopefully have a recommendation for next month for approval. Ideally this will go in next year's budget, but we would like to approve it in July, incase the current quits working in August when there are no board meetings.

4.2.4. Financial Practices Manual

John working on this and will be reporting back. APG JOA Finance sub committee has circulated a best practices document. Tanya is reviewing the document to ensure we following these practices.

4.2.5. Revenue Split Based on Facility

The committee has reviewed the Typlan report which indicates approximately 40% of program revenue is from Jericho Hill. It is estimated that 20% of this is from the North Room. This is fairly

consistent in programming, and likely not to change significantly. There are some high producing programs, but financially it could be managed. The harder problem is making policy decisions around which programs would be accommodated if we were to lose that space. James does not think there would be a significant impact on our borrowing capacity, but we will have to see when this year is complete. Park Board does need to understand that this space is required. The lease on Jericho Hill is up next year. Park Board will need to determine if they wish to renew, and if so, under what terms. Given this is a Provincial Government building, the government can terminate the lease at any time if too much capital money is required. Park Board is also not going to invest money unless the life of the building is sufficient. The cafeteria building is a wasting resource, and it that happens quickly, we may not have other space available. It is a dilemma at present.

4.3. Executive Committee

4.3.1. No report. Nominating committee has not met.

4.4. Operations, Policy and Planning

The minutes are attached. The bursaries are being awarded on Friday. Garth will be presenting them. Day camp registration is slowly increasing. We have paid for a video license, as negotiated by Park Board for the Associations. We are using more videos, so felt this was worth paying for. The cost for one year is \$705, or \$150/video. The cost for our own license would be \$2000.

M/S Neiman/Maitland

Move that Association approve up to \$750 for video license.

- carried

The parent has agreed to stay on site while the child with Epilepsy participates in tennis lessons. The tennis program runs off site, so the instructor was not comfortable dealing with this situation alone. Bob has reviewed this with risk management.

When we are dealing with food situations, we do request that parents not send any nut products with the children.

4.5. Facilities, Policy and Planning

The minutes are included in the package. LED displays have been donated for use. The dates for the floor refinishing are June 23-27 and July 2. The committee has realized they should have included June for high season wedding rentals. The committee has approved a reduced rate (\$1095) for a piano recital. The committee hasn't looked extensively at the revenue ideas in Typlan report. David J. noted that in the Typlan report they did not include the fitness centre at Lord Byng Pool as a competitor.

M/S Moran/Maitland

Move the Association include June in the high season wedding rental category. - carried

4.6. Building Committee

The next meeting is June 17th at 5pm. The architects that will be tendering are: Birmingham Wood Architects, Gates-Suter Architects and Urban Arts Architecture. The architects are also being asked to look at the suggestion by Suzanne to do the expansion on the north side. There is a thought that this may not cost as much. If the expansion plan were to go ahead, there would need to be some discussion on where the playground would go. The committee is still looking for more members.

4.7. Fundraising

No report.

4.8. Jericho Arts Centre

The final show is in the theater now. There are some small events through the summer. The repair work on the north side of the building is underway. A draft lease was sent back to City legal at the request of the District.

4.9. Olympic Committee

The committee consists with reps from 5 associations and Park Board/City staff. There have been various ideas circulated around what type of events Associations can run over the next 2 years. The committee is tabling a report to the APG tomorrow for feedback. The committee will next meet in September.

5. Vancouver Park Board

5.1. Park Commissioner's Report – Korina

Van Tech had its official opening today. Andy Livingston turf replacement is moving ahead. At Van Tech, the school use is during the day, Park Board at night and weekends. There is a pilot program on shared use of school gyms. There will be 4 more schools coming on board in the fall. Vancouver Sports Strategy has been adopted by Park Board and City Council. This emphasizes the continuum of sport.

There is a forest management agreement with UBC for Stanley Park. This will include mapping. Hopefully this relationship should grow each year. This is part of the restoration plan. Prospect Point road construction is ongoing.

Capital Plan – Park Board asked for \$107 million, and the City has come back at \$57 million. Council has only received the report, the public process still has to take place. The 2 big items cut are Trout Lake Community Centre, and the cost overruns on current projects. The General Manager is still negotiating with senior staff. The Park Board Commissioners are meeting to develop plans to lobby Council. The Associations will likely be doing the same.

5.2. Co-ordinator's Report

Fiesta Days – The parade is Saturday, June 21st. The whole events take place June 20-22. An invite has gone to all board members, please rsvp to Brian.

Staffing Update – Danny Hui was successful in pool programmer position. He has done a good job over last year acting in this position. Jeanine Conceicao is the new RPT SIA at Lord Byng Pool. The pool will be closed June 20th Aug 24th for a full refit.

6. Other Business

Please note the Sandcastle competition is July 18th not July 14th as in the brochure.

Motion to adjourn at 8:10pm by Garth Jones.