

**West Point Grey Community Association
Board Meeting Minutes
Wednesday, September 8th, 2010**

Present: Bill Moran (Chairman), Ian Robertson (Commissioner), Ron Bourgeois (Secretary) Raymond Greenwood, Garth Jones, Ruth Kendall, Malcolm Cant, Christina Fodor, Chris Hilsden, Andrea Maitland,

Regrets: Matt Greenwood, David Neiman, Judie Davis Glick, Jenna Macken

Absent: Dawn Polley, James Gill, Shamsah Mohamed, Julie Paton

Staff: Hanna Maron, Bob Hindley

Recording Secretary: position vacant

1. Call to Order

The Chair called the meeting to order at 7:10 PM with a quorum present.

2. Approval of the Agenda

The Chair made significant changes to the Agenda, as previously circulated to the Board of Directors. No motion was sought to approve the changes. The Secretary undertook to best document the revisions.

3. Approval of Minutes held on July 7th 2010

The Secretary reported that the minutes had been previously circulated to the members of the Board of Directors asking for revisions prior to the meeting. Pei Pei Chu noted that in Agenda Item #11, Other Business that Christina Fodor was also attended and assisted at Fiesta Day breakfast.

It was thereupon moved by Ruth Kendall and seconded by Raymond Greenwood that the minutes and as revised be accepted and that a copy be signed by the Chairman and Secretary for filing in the Society's Minute Book. Motion was unanimously approved.

4. Correspondence

The Chair reported on the following correspondence:

- Letter of resignation from Vivian McCollor (it was noted that she was a signing authority and that the bank should be contacted)
- A Letter of Engagement from the Auditor in respect of the pending August 31st 2010 Year End
- A letter of thank you, written by Bill Moran, to the Park Board for allowing WPGCA to present its Expansion Proposal at the July 8th meeting

5. Vancouver Board of Parks and Recreation (Parks Board)

The Liaison Commissioner, Ian Robertson reported on the recent activities at Parks Board:

(a) September 20th 2010 Park Board meeting

1. No agenda as of today.
2. Advance agenda will be released on September 13th.
3. The commissioning of feasibility studies for Marpole Dunbar and Hastings may likely be on the Agenda.

(b) September 9th 2010 Environment & Planning Committee

1. First meeting with Malcolm Bromley the new Director of Parks and Recreation (previously with the Toronto Parks and Recreation). He has a strong background in Community Engagement.
2. The future of the Jericho Wharf will be on the Agenda. In July 2008 a report on its future was tabled. In late August 2010, Fisheries and Oceans Canada sent the Park Board a letter outlining its concerns over creosote leaching into English Bay. Mr. Robertson had previously voted to retain a portion on the basis of lowest cost alternative and environment sensibility. In response to a question as to whether a dismantling of the wharf may lead to greater water pollution, Mr. Robertson said that he didn't know.

(c) Retirement of senior staff

1. Liane McKenna, Piet Rutgers and Phillip Josephs, amongst others, are all retiring by the end of September leaving four vacant Director Positions. They represent a combined 142 years of service of experienced staff to Parks Board retiring in a short period of time.

6. Special Resolution to retain a Consultant in respect of the Expansion

At its meeting on September 1st 2010; the Executive Committee was unanimous in recommending to the Board of Directors that a Consultant be retained to assist in the Expansion Project. It recommended the following two resolutions

6.1 That the Executive Committee be authorized to retain a Consultant in respect of the Expansion specifically to secure Park Board approval for inclusion in the 2012-2014 Capital Plan over the next 10 months at a cost not to exceed \$3,000. It was thereupon moved by Ruth Kendall, seconded by Malcolm Cant and approved with one abstention.

6.2 That the Executive Committee be authorized to retain a Consultant to assist the Association in approaching and applying for grants from other government agencies and non-profit entities over the next 12 months at a cost not to exceed \$7,500. It was thereupon moved by Ruth Kendall, seconded by Malcolm Cant and approved with one abstention.

7. Committee Reports

7.1 Youth Committee

A written report was submitted as Travis Pawluk sends his regrets. A copy of the report is appended to these minutes.

7.2 Executive Committee

Bill Moran reported that the Executive committee met twice (July 12th and September 1st) since the last meeting of the Board of Directors.

The July 12th meeting was to review the presentation made to the July 8th 2010 presentation to the Planning and Environment Committee of Parks Boards. Mr. Moran read from the minutes of that meeting. In summary, we asked for a 7,000 square foot expansion rather than an expensive relocation. The fact that we had 10% of the costs already raised and that it was on City owned land rather than School Board land in the Queen Mary relocation proposal. Ian Robertson advised that he has had no discussion with staff subsequent to our submission.

Subsequently Chris Hilsden, Pei Pei Chu, Ray Greenwood along with Carol DeFina met with Danica Djurkovic who is currently the acting Director of Planning and Operations. Their impression was that she was in support of our low cost proposal in this time of fiscal constraint.

7.3 Operational Policy and Planning Committee

Ruth Kendall as Chair to this committee made a verbal report. She reported that registration for Fall Programs is close to capacity. The new piano is on order and will cost \$6,200 (\$6,000 plus a \$200 disposal fee for the old piano). This expenditure has been previously authorized by the Board of Directors.

The Communications Chair (Garth Jones) is to write Joyce Murray to thank her for attending Fiesta Days and informing her of our progress on the Expansion.

Hanna Maron expressed his appreciation for the additional funding for Playground Supervisors. He informed the Board that West Point Grey was one of two out of 8 Westside association that made this financial commitment in light of the staffing cutbacks this summer. The Chair thanked Ms. Kendall for her report on behalf of the Board of Directors.

7.4 Facilities Policy and Planning Committee

Pei Pei Chu, in the absence of David Neiman, presented the attached minutes of the meetings of this Committee held on August 12th 2010 and September 1st 2010.

On the costs of the fitness centre renovations, through the efforts of staff, with contingency it may go modestly over \$50,000.

The Jericho Hill Electrical Sub Station is reaching the end of its life as replacement parts no longer exist. There is no timeframe as it may last as long as five years. Discussions with the school are ongoing and the solution may involve a direct hookup with BC Hydro. Chris Hilsden thanked Ms. Chu for her report on behalf of the Board of Directors.

7.5 Building Committee

Pei Pei Chu confirmed what was previously reported in Agenda 7.2.

7.6 Fundraising and Expansion Committee

Raymond Greenwood submitted the attached report of the committee activities over the last two months. The Chair thanked Mr. Greenwood for his report on behalf of the Board of Directors.

7.7 Request from the President

Bill Moran raised the issue of a \$500 expenditure authorized by the Vice-President and Treasurer at Fundraising and Expansion Committee meeting held on July 28, 2010 in Item #8 of the minutes of this meeting He proposed to initiate an enquiry through a committee of three non-executive directors to determine whether these executives had the authority to commit the Association to said expenditure.

After considerable discussion, it was determined that the lack of an up-to-date manual with current bylaws, Board approved authorizations and policies are leading to confusion. Chris Hilsden expressed the position that if an error was made that it was in “good faith”.

Mr. Moran made a motion to set a Committee of Enquiry to investigate Item #8 of the July 28, 2010 meeting of the Fundraising and Expansion Committee. This motion was not seconded to and accordingly no vote was taken.

7.8 Direction to the Executive Committee

Pursuant to Agenda Item #7.7; a motion was made to direct the Executive Committee to review the appropriate level of spending authorities to the various Executive and Committee chairs between meetings of the Board of directors.

It was moved by Malcolm Cant and seconded by Chris Hilsden that the Executive committee be directed to review the appropriate level of spending authorities to the various Executive and Committee chairs between meetings and make a

recommendation to the Board of Directors at the next meeting. Motion was unanimously carried.

8. Finance, Budget and Audit Committee

Chris Hilsden (Treasurer) drew members attention to the financial statements included in the board's information package. He made note that for the first time the financial the Revenue and Expense Statement for the quarter ended June 30, 2010 included profit margins for the various programs. Since this is the initial report; it should not be interpreted as the long term profit or loss expectation of a specific program.

In response to a question, Hanna Maron advised the Board that the annual Budget preparation will commence shortly with a presentation for approval in November.

The Chair thanked Mr. Hilsden on behalf of the Board of Directors.

9. Community Recreation Supervisor Report

Hanna Maron provided an update on the Fitness center renovations. Approximately \$8,000 to \$10,000 was removed from the initial quotes through elimination of some items. The Building Inspector did not show until mid-August thus delaying the start up. We have had to deal with the removal of asbestos glued tiles. On September 8th, the framing Inspector made his inspection. Completion is anticipated for the end of September.

We have received a Request for Information under the Freedom of Information Act. It was agreed that this request would be forwarded to the Secretary.

The Weight Room was recently painted. Mr. Maron advised that there have been safety issues with the 8th Avenue Parking Lot. He is looking into ways to make it safer. Additionally, there have been no recent discussions with ARIS in the Jericho Hill lease.

Two individuals have expressed an interest to become active in the Board of Directors: a Marie-Claude Lessard and a Shamim Shivji The Chair undertook to take these referrals and report back to the Board of Directors.

10. Other Business

The Association President's Group ("APG") is scheduled to meet on September 9th at Champlain Heights. We need to be represented at these meetings.

Raymond Greenwood announced that West Point Grey is hosting an reception for Malcolm Bromley here at Aberthau at 6:00 PM on Thursday, September 23rd on behalf of the APG. All Directors are invited to attend.

11. The meeting adjourned at 9:15 PM.

12. Next Meeting-Wednesday, October 6th 2010, 7:00pm

Chairman

Secretary