

Victoria West Community Association
Board Meeting Minutes – September 9, 2014
Victoria West Community Centre

Board members attending: Diane Carr, Mike Medland, Nan Judd, Mark Fournier (early departure), Audrey Whittall, Bernie Gaudet, Simeon Goa, Robin Rombs and Dar Purewall.

Staff attending: Johanne Thompson, Centre Manager

Regrets: Jack Meredith

Board members introduced themselves to Johanne and welcomed her as the new centre manager.

1. Approval of Agenda

The motion to approve amended agenda as circulated was made by Robin.
Carried.

2. Approval of Meeting Minutes

The motion to approve minutes of June 10, 2014 was made by Audrey. Carried.

3. New Business

1. Centre Manager's Report

- First day as Centre Manager was a record day for registrations. Cherie was on hand to help out.
- HVAC installation project awaiting tour of substantial completion. Still problems with control of heat. Johanne will follow up with City and Diane will write a letter once the tour is completed.
- Additional rentals for the kitchen space and for camps during the teachers' strike.
- Johanne's reported that her goals for next few months are to:
 - Continue to offer innovative programs
 - Develop a good working relationship, and communications, with the board
 - Begin to write grant proposals starting with a BC Gaming grant
- Johanne and Mike discussing budget required to hire reception staff to provide relief for Johanne to focus on grant writing
- Johanne has been in touch with Volunteer Victoria regarding volunteer recruitment.
- Action: committee chairs will let Johanne know their volunteer requirements.
- Action: while reviewing their terms of reference, committees will consider whether committee members need to be association members.

2. President's Report

- Action: Diane will oversee the clearing out of the back office so it can be used by staff and for association business
- Diane, Nan and Jack are away for the September 30 month board meeting. Action: Mike will chair and Audrey will minute the meeting.
- An invitation has been extended for the board to send a member to the Urban Development Institute monthly business luncheons. These are valuable for

networking purposes. Action: Bernie will include provision to attend luncheons in his 2015 budget submission.

- Diane recommending board members being supported to attend Toastmasters training for professional development, especially those who aspire to become board president.

3. Treasurer's Report

- July financial statements presented; August to follow in the next week.
- 2015 budget preparation underway. Action: committee chairs to submit committee budget to Mike by week end.
- Discussion regarding Corn Roast event budget and use of corn roast historical surpluses to should expenses exceed the \$400 budget.

4. Committee Reports:

a) Centre Committee: In Mark's absence, no report was available.

b) Land Use: Dockside Green will present their development permit for community comment at the Sep 16 meeting. Action: Communications Committee will send out special bulletin about meeting to members.

c) Communications: Quiet summer, nothing to report.

d) Harbour committee: The City passed the bylaw required to apply to the province for lease on water lots in front of Banfield Park. Under the lease no overnight moorage will be allowed and boats currently moored will be removed. Audrey provided update on the proposed marina.

e) Community Events: Dar and Simeon have developed a spreadsheet of activities required to ensure the success of Vic West Fest events.

f) Governance: New policy manual, policy development template presented. Proposed changes to Part 5 of bylaws to allow directors to be elected beyond 3 successive terms, or 6 years, and then afterwards by invitation from the board. Action: For discussion and decision at October CoW.

Action: Review of committee terms of reference underway. Committee chairs asked to have revised Tof R's ready for discussion and approval at October CoW.

g) Projects committee: Robin provided an update on the grant application to Van City for 22K.

h) Nominating committee: Robin awaiting response from directors whose terms expire in November. Action: Directors to respond ASAP.

Next meeting dates: Board meeting September 30th; CoW October 14th.

Announcements: Corn Roast September 14th 12:00 noon-4:00 pm.

Termination of meeting at 9:10 pm. Moved by Robin; Carried