

MINUTES (APPROVED):
VICTORIA WEST COMMUNITY ASSOCIATION
DIRECTORS' MEETING
DATE: MAY 27, 2014
TIME: 7:00 PM
PLACE: VWCC – GYM

PRESENT:

Diane Carr, President
 Nan Judd, Vice-president & Governance Committee
 Mike Medland, Treasurer
 Bernie Gaudet, Land Use Committee (LUC)
 Robin Rombs, Liaison for Food Security Collective
 Simeon Goa, Communications Committee
 Dar Purewall, Special Events Committee
 Audrey Whittall, Harbour Committee
 Mark Fournier, VWCC Committee
 Jack Meredith, Secretary

REGRETS:

Kate Longpre, VWCC Manager

AGENDA ITEM – INFORMATION - ACTIONS:	WHO	WHEN	ST.
1. Meeting called to order by DC at 7:05 pm			
2. Approval of agenda a. Motion by NJ to approve agenda; Approved.			
3. Approval of previous minutes a. Motion by MM to approve minutes, of the April 29, 2014 meeting. Carried			
4. Business arising from minutes a. None.			
5. President's report – Diane Carr provided updates (see attached) on: a. Kate Longpre will be leaving the VWCA at the end of August and we are starting recruitment. b. Vic West Fest was another great event. c. Dockside Green – i. DC met with Norm Shearing re: Sustainability Centre. ii. Attended May 7 th design Charrette iii. May 14 th met with Deb Day re: existing MDA iv. Design Charrette is on May 31 st and June 1 st . d. April 29 th met as part of the Victoria Community Association Network (VCAN). e. Vessels in the Gorge – attended City Council meeting f. Harbour Open House g. May 13 th – Open Victoria session			

<p>5. President’s report – Diane Carr provided updates (see attached) on:</p> <ul style="list-style-type: none"> a. Kate Longpre will be leaving the VWCA at the end of August and we are starting recruitment. b. Vic West Fest was another great event. c. Dockside Green – <ul style="list-style-type: none"> i. DC met with Norm Shearing re: Sustainability Centre. ii. Attended May 7th design Charrette iii. May 14th met with Deb Day re: existing MDA iv. Design Charrette is on May 31st and June 1st. d. April 29th met as part of the Victoria Community Association Network (VCAN). e. Vessels in the Gorge – attended City Council meeting f. Harbour Open House g. May 13th – Open Victoria session h. Motion by DC to accept President’s report. Carried. 																																																			
<p>6. Treasurer’s Report – Mike Medland</p> <ul style="list-style-type: none"> a. April 2014 financial reports were presented by MM (see attached). b. Motion by RR to accept the March 2014 financials as circulated to the Board and distributed at the meeting (see attached): Carried. 																																																			
<p>7. Secretary’s Report – Jack Meredith</p> <ul style="list-style-type: none"> a. New VWCA member applications from residents of Vic West: Motion by JM: “to accept into VWCA membership applications from the following Vic West residents: <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Leyna</td> <td style="width: 33%;">Blue</td> <td style="width: 33%;">Dominion Rd</td> </tr> <tr> <td>Brad</td> <td>Densmore</td> <td>Tyee Rd</td> </tr> <tr> <td>Kathryn</td> <td>Connolly</td> <td>Raynor Ave</td> </tr> <tr> <td>Ryan</td> <td>Hardey</td> <td>Pine Street</td> </tr> <tr> <td>Marion</td> <td>Caldecott</td> <td>Pine Street</td> </tr> <tr> <td>Bob</td> <td>Hart</td> <td>Raynor Street</td> </tr> <tr> <td>Gregory</td> <td>Bartle</td> <td>Paul Kane Road</td> </tr> <tr> <td>Darlana</td> <td>Bartle</td> <td>Powderly</td> </tr> <tr> <td>Cam</td> <td>Scott</td> <td>Mary Street</td> </tr> <tr> <td>John</td> <td>McNeely</td> <td>Tyee Road</td> </tr> <tr> <td>Marie</td> <td>Brabenec</td> <td>Wilson Street</td> </tr> <tr> <td>William Lawson</td> <td>McKay</td> <td>Craigflower Road</td> </tr> <tr> <td>Patricia</td> <td>McKay</td> <td>Craigflower Road</td> </tr> <tr> <td>Julian</td> <td>Coward</td> <td>Selkirk Avenue</td> </tr> <tr> <td>Reinhard</td> <td>Trautmann</td> <td>Langford Street</td> </tr> <tr> <td>Naomi</td> <td>Graham</td> <td>Burleith Cresnet</td> </tr> </table>	Leyna	Blue	Dominion Rd	Brad	Densmore	Tyee Rd	Kathryn	Connolly	Raynor Ave	Ryan	Hardey	Pine Street	Marion	Caldecott	Pine Street	Bob	Hart	Raynor Street	Gregory	Bartle	Paul Kane Road	Darlana	Bartle	Powderly	Cam	Scott	Mary Street	John	McNeely	Tyee Road	Marie	Brabenec	Wilson Street	William Lawson	McKay	Craigflower Road	Patricia	McKay	Craigflower Road	Julian	Coward	Selkirk Avenue	Reinhard	Trautmann	Langford Street	Naomi	Graham	Burleith Cresnet	JM	140415	
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<p>10. Community Events Report – Dar Purewall</p> <ul style="list-style-type: none"> a. Vic West Fest was a great event with well over 250 people on site at any point in time. <ul style="list-style-type: none"> i. Big thanks to High Point Church for doing the food for Vic West Fest ii. Big thanks also to Mike Raymer and the local bands for providing the vibe b. Proposal to paint telephone poles in Vic West by Sonja Chandler. Tentative date September 19th. 			
<p>11. Food Security Report – Robin Rombs</p> <ul style="list-style-type: none"> a. Nothing to report 			
<p>12. Harbour Committee Report – Audrey Whittall (see attached)</p> <ul style="list-style-type: none"> a. Proposed Marina may still be on the drawing board b. Vessels in the Gorge Waterway 			
<p>13. Communications Report – Simeon Goa</p> <ul style="list-style-type: none"> a. Website survey coming soon 			
<p>14. Governance Committee – Nan Judd</p> <ul style="list-style-type: none"> a. Nothing to report 			
<p>15. Safety & Transportation – Vacant</p> <ul style="list-style-type: none"> a. No word back from City re: BG request to the City regarding the final plans for: <ul style="list-style-type: none"> i. Skinner Street ii. Catherine Bay intersection iii. Nothing received back yet. 			
<p>16. Motion by MF to approve all Committee reports. Carried.</p>			
<p>17. Report from City Hall – Lisa Helps</p> <ul style="list-style-type: none"> a. 40 km/h proposal is going forward. There will be a non-statutory public hearing on July 17, 7pm at City Hall. b. The agendas for all meetings are now being released on Fridays and can be found here: https://victoria.civicweb.net/Documents/DocumentList.aspx We will soon have a function that people interested in getting an email with the link to the agenda can sign up to do so. c. Community and Seniors Centres will have an additional \$3333 added to their yearly disbursement from the City. d. There will be extra congestion over the summer with Johnson Street Bridge work. e. The City will receive \$1 million more per year in gas tax funding. Please write to councillors@victoria.ca to share your thoughts about what the City should do with this. 			
<p>18. New Business: None</p>			
<p>19. Announcements:</p> <ul style="list-style-type: none"> a. None. 			

20. Presentation & Announcements from public - none			
21. Meeting Termination: a. Motion by NJ to adjourn at 8:45 pm. Carried.			

President's Report May 27, 2014

This has been a busy month with a number of activities undertaken on behalf of VWCA.

The Board was informed last month that our Centre Manager, Kate Longpre, will be leaving effective August 31 to move to Trinidad with her family. The Centre Committee has met twice and the full Board met *in camera* prior to this meeting to discuss issues related to her replacement. Understandably, it will not be an easy task to replace Kate who has done an outstanding job for this community for more than a year.

Vic West Fest:

May 10 – Another wonderful annual event completed with good turnout despite some showers. VWCA had a new display created which attracted some 15 new members. Thank you to all the Board members who worked so hard to carry it out successfully.

Dockside:

April 29 - meeting with Norm Shearing, Nicole Chaland and Jason Found re the Sustainability Centre. Jason, Nicole and I were members of the original steering committee for the Centre and, as such, share concerns about the facility now that Dockside is moving forward again.

May 7 - Consultation workshop. This was also attended by a two other members of the Land Use Committee who were involved in the original round of consultations in the early 2000s.

May 14 – I met with Director of Planning Deb Day and the two planners who are assigned to the Dockside project at City hall, and received a copy of the Master Development Agreement. We discussed in particular the part of the MDA that relates to the Sustainability Centre and several issues related to zoning.

Victoria Community Association Network:

April 29 – inaugural VCAN meeting. The documents have been circulated to the Board for comment.

Vessels in the Gorge:

The chair of the Harbour Committee, Audrey Whittall, and I were at City Hall on May 5 and 8 regarding the City's intentions to deal with derelict and unauthorized liveaboard boats in the Gorge. The City's report with its selected recommendation has been circulated to Board members. On May 9 I met again with Jody Watson of the Gorge Waterway Initiative (and former chair of the VWCA Parks Committee) to discuss relevant environmental reports.

Harbour Open House:

May 9 – An opportunity to comment on important properties on the Inner Harbour.

Town Hall:

May 13 – Accountability in Municipal and Regional Governments. Sponsored by Open Victoria. Panelists included David Flaherty who wrote B.C.'s legislation on FOI and was our first Information and Privacy Commissioner.

Respectfully submitted,

Diane Carr
President

Victoria West Community Association
- Financial Report for April 2014

	General Fund	Centre	Other Funds	Total
Assets				
Cash	12,811.80	93,616.73	8,582.28	115,010.81
Accounts Receivable		2,035.22	-	2,035.22
Undeposited Funds		1,545.21	-	1,545.21
Furniture and Equipment		19,083.39	-	19,083.39
Program Equipment	728.18	9,420.58	-	10,148.76
Accumulated Depreciation		(4,500.00)		(4,500.00)
			-	
Total Assets	<u>13,539.98</u>	<u>121,201.13</u>	<u>8,582.28</u>	<u>143,323.39</u>
Liabilities				
Accounts Payable	-	3,647.08	-	3,647.08
GST/HST Payable		1,914.98	-	1,914.98
Payroll Deductions Payable		1,363.47	-	1,363.47
Program Instructor Payable		17,325.99	-	17,325.99
Key Deposits		70.00	-	70.00
Unearned Grants		-	-	-
Unearned Revenue		84.00	-	84.00
Garden memberships			550.00	550.00
Total Liabilities	<u>-</u>	<u>24,405.52</u>	<u>550.00</u>	<u>24,955.52</u>
Restricted Assets	728.18	25,514.61	8,032.28	34,275.07
Unrestricted Assets	12,811.80	71,281.00		84,092.80
Net Assets	<u>13,539.98</u>	<u>96,795.61</u>	<u>8,032.28</u>	<u>118,367.87</u>

Victoria West Community Association
- Financial Report for April 2014

	General Fund Budget	Other Funds Budget	General Fund Actual YTD	Other Funds Actual YTD	Total Actual YTD
Revenue					
Grant	4,240.00		4,240.00	-	4,240.00
Centre Grants and Operations			-	-	142,904.31
Shape Your Future Grant			-		-
Interest	100.00		10.31	36.98	47.29
Corn Roast	500.00		-	-	-
Donations		200.00	-	67.30	67.30
Garden Revenue			-	280.00	280.00
Swim Fest Revenue & Donations				-	-
Vic West Fest Revenue	1,000.00		-	-	-
Total Revenue	5,840.00	200.00	4,250.31	384.28	147,538.90
Expense					
AGM/Land Use Cttee	300.00		326.90	-	326.90
Annual Report/Bylaws	50.00		60.00	-	60.00
Website hosting	100.00		51.22	-	51.22
Board insurance	1,100.00		1,095.00	-	1,095.00
Postage/member notices	300.00		-	-	-
Garden Expenses			-	286.86	286.86
Misc Exp	100.00		149.26	-	149.26
Newsletter	720.00		-	-	-
Approved Projects:			-	-	-
Vic West Fest	600.00		-	-	-
Swim Fest				-	-
McCaskill Mural			-		-
Corn Roast	400.00		-	-	-
Co-host events with centre	1,000.00		-	-	-
Project insurance	600.00		-		-
Community centre			-	-	112,475.28
Orchard event			216.78	-	216.78
Community Dinners		200.00	-	-	-
Unallocated Funds	570.00		-	-	-
Total Expense	5,840.00	200.00	1,899.16	286.86	114,661.30
Excess	-	-	2,351.15	97.42	32,877.60

Victoria West Community Association

- Financial Report for April 2014

Centre

	2013 YTD		YTD		Current Month
	Actual	Budget	Actual	% budget YTD	Actual
Revenue					
Centre Grant	41,923.50	77,849.00	38,923.50	50.0%	-
Matching Grant	-		-		-
Other Revenue	359.08		11,189.61		1,914.61
Capital Budget	-	2,500.00	-	0.0%	-
VWCA General Fund Transfer	-	1,720.00	-	0.0%	-
Program Revenue	46,246.99	93,000.00	54,440.70	58.5%	12,454.20
Centre Room Rental Revenue	24,313.96	55,000.00	36,382.76	66.2%	4,870.06
Interest	135.89		380.34		52.37
Donations	992.42		1,587.40		507.40
Total Revenue	113,971.84	230,069.00	142,904.31	62.1%	19,798.64
Expense					
Community centre					
Payroll	38,755.63	90,737.00	46,541.74	51.3%	6,444.52
Program costs	32,617.35	67,800.00	38,341.94	56.6%	8,881.03
Promotions	1,419.64	4,500.00	1,718.24	38.2%	52.00
Telecommunications	1,225.74	2,800.00	1,349.20	48.2%	221.95
Office	1,378.35	4,000.00	1,825.50	45.6%	81.49
Program supplies	699.10		908.09		18.18
Credit Card fees	1,129.79	2,800.00	1,364.52	48.7%	333.14
Janitorial	18,532.00	38,400.00	19,200.00	50.0%	3,200.00
Maintenance	-		-		-
Insurance	-	1,800.00	-	0.0%	-
Waste disposal	821.31	2,300.00	1,076.05	46.8%	228.33
Depreciation	-		-		-
Misc Exp	429.16	1,000.00	150.00		150.00
Co-host events with centre	-	1,000.00	-	0.0%	-
Capital		2,500.00	-	0.0%	-
Total Expense	97,008.07	219,637.00	112,475.28	51.2%	19,610.64
Excess	16,963.77	10,432.00	30,429.03		188.00
		100%	50%		

Notes

- The City grant for January to April was received in March 2014.
- The grant for April was received in March 2014 equal to \$6,487.25.

- General expense for the month were \$1,095.00 directors insurnace, \$68.91 of meeting expenses, \$51.22 web site expense, and \$35.00 association registration fee.

Fund Balances	
## Poster Sales	1.22
## Community Events	423.72
## Banners	173.11
## Rayn or Shine	1,205.82
## Greenways	107.53
## Community Dinners	147.72
## Banfield Commons	666.28
## Utility Box Map Wrapping Project	2,823.45
## Swim Fest	466.08
## VW Food Security	374.46
## VWUF	798.57
## Orchard	844.32
	<hr/>
	8,032.28
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General Fund Special Balances

Corn Roast Total Surplus	766.91
McCaskill Mural	561.06

Victoria West Community Association
Harbour Committee Report
May 27, 2014

The following is an up-date:

1. **Proposed Marina:**

The proposed marina has been on the drawing board going back to 1986 when the VWCA first went on record as being opposed. Twenty-eight years later, with many file drawers of material, the project may or may not still be on the drawing board.

Members of the Harbour Committee continue meeting. Rumors concerning the proposed project and new ownership cannot be verified at this point. Contact with the BC Ombudsperson regarding the proposed project continues.

2. **Vessels in the Gorge Waterway Northwest of Selkirk Trestle:**

All members of the Board were forwarded material from the May 8, 2014 meeting of the City of Victoria Governance and Priorities Committee.

Respectfully submitted,

Audrey Whittall
Chair, Harbour Committee