

Draft for Approval

Victoria West Community Association Committee of the Whole Meeting Minutes Tuesday May 10, 2011 7:00 pm

Present: Nan Judd, Mike Medland, Audrey Whittall, Marne Jensen, Rueben Bronee, Mark Fournier, Grant Keddie, Louise Wood, Jack Meredith, Bernie Gaudet, Jo-Ann Youmans

Regrets: Megan Parrish and Joy Illington.

Agenda was approved with the addition of a Transportation report under Committee Reports.

Reports

a) Centre Coordinator Report

- ⤴ Report circulated, highlighted specific points.
- ⤴ Suzette will be starting regular meetings with Mark Fournier (Chair Community Centre Committee).
- ⤴ Y Out of School program will be finished on June 29th
- ⤴ Incident report regarding the interruption of a private meeting by an uninvited community member. Bernie suggested a policy re behavioural expectations be developed. Mark and Suzette will discuss further.
- ⤴ Summer programming reviewed. Suzette has developed a consent form which she will send to Joy for review.
- ⤴ Drop in Zen Meditation will be starting May 11, 2011 from 8 to 10 pm.

b) Presidents Report

i. Out-of-School Program Update – updating language in the rental agreement regarding a possible teacher's strike – the Y will not offer the program if there is a strike. Joy I. is drafting the agreement.

- ii. Signage on Building – Mark & Nan met and discussed a couple options.
- a) sign with no logo – one of Louise's options from previous presentation.
 - b) wait while a new logo developed – longer time frame.
- Discussion.

Motion by Marne Jensen. That a sign be developed using one of Louise's template, the decision as to which one is to be made by the Communications Committee in consultation with the Community Centre Committee. **Carried**

iii. Community Supported Agricultural Program (letter and proposed contract attached) Discussion of program and a number of concerns highlighted space to house the boxes, issues if food not picked up, availability of staff.

Motion by Jack Meredith. That the proposal be sent through the Community Projects and Capacity Building Committee to Patti Parkhouse and the Food Security Group to revise and bring back to the Board. **Defeated**

Action: Grant is to draft a letter in response to Ryan Vantreight's proposal for Nan's signature.

iv. ERA forum: "Understanding Wastewater Management in Victoria" requesting a financial donation. Discussion. Consensus that a notice regarding the forum would go out members but there would be no financial support. **Action: Nan will send a response to the sponsors.**

v. OCP – feed back due June 10th, question is whether we want to pursue a further meeting. Bernie suggested that people be invited to attend the Land Use meeting on the 17th and he will follow-up with Kristina Bouris at the City re their availability. If the City is available then a notice can go out to members.

Action: Bernie to follow-up with Kristina Bouris to check re availability to attend the Land Use Committee meeting on May 17th to further discuss the OCP.

vi. Strategic Plan Review and June Planning Session - Discussion. Suggested that September would be a better date. The Executive Committee will review the plan on May 24th and report back at the June CoW meeting.

vii. Managing contacting members – Discussion re how best to contact members for committee participation. Rueben suggested one person be responsible so that members are not receiving more than one call

Action: Joy to work with the Communications Committee to determine how best to move ahead with contacting members.

c). Treasurer's Report

No report available.

Committee reports

a) Transportation – Jack Meredith

- ⤴ Follow-up with City re cross walks at Raynor & Craigflower and Coventry & Craigflower – will not be push button but rather just downward lighting.
- ⤴ Will be meeting with the CRD Project Manager – E & N Trail to discuss.
- ⤴ City is developing gateway signs – may consider our existing signage for replacement as well as placing new signage on Craigflower & Esquimalt.

Policies

Human Resources – Performance Evaluation & Management, and Human Resources Evaluation, Merit Pay discussed, **To Executive for further review.**

Operational: Payment

Operational Withdrawals, Cancellations & Refunds – under section Recreation procedure first bullet insert “full” before refund; second bullet delete 'or credit’; third bullet insert “less a \$10 administrative fee after the word started.

Programs: Planning & Management: Resourcing

Programs: Planning & Management: Reporting

Programs: Planning & Management: Unsolicited Recreational Program Proposals

Programs: Planning & Management: Evaluation.

Motion Nan Judd. To approve the Operational and Program Policies with noted amendments. **Carried**

Next meetings:

General Board meeting May 31st

CoW Meeting June 14th

Adjourned: 9:15 pm