



VWCA BOARD MEETING MINUTES of FEBRUARY 9, 2016 7:00 P.M. at the Victoria West Community Centre

In Attendance: Nan Judd (Chair), Mike Medland, Doran Musgrove, Rhianna Johns, Dar Purewall, Robin Rombs, Audrey Whittall, Kimberley Stratford - Neighbourhood Coordinator, Jeremy Loveday -City Councillor. Recorder: Cherie Miltimore

Regrets: Justine Semmens, Bernie Gaudet, Jaclyn Casler

1. Adoption of agenda

Motion: *Moved by Mike Medland that the agenda be adopted as amended. Carried.*

2. Approval of minutes from January 26, 2016

Motion: *Moved by Audrey Whittall that the minutes from January 26, 2016 be adopted as written. Carried.*

3. Report from the City of Victoria given by Jeremy Loveday

- City has finished public engagement of budget. Draft version of 2016 budget passed this date. Final budget must be passed before sanitary sewer rehabilitation on Russell, Skinner and North and storm drain rehabilitation on Esquimalt, Springfield to Robert can proceed
- Public engagement and work on Johnston St Bridge public realm designs upcoming.
- International Marina update: City is both a landowner and regulator. City turned down recent variance to their proposal as landowner – current BC hydro substation and changes to walkway not in public good.
- Accessibility Working Group – City has approved ¼ million dollars annually to make places accessible for everyone. Council is seeking volunteers to help make this happen.
- Town Hall on Medical Marijuana Feb 22 at City Hall at 7pm. Open House 6-7pm. City wants to regulate business in absence of Fed regulations.
- Residential Branch Chipping starts Monday, February 15th at 7am.

4. Executive reports:

President

- a) **Secretary** – staff will assume responsibility for maintaining VWCA membership roll and sending out notices to members. Until a Secretary is appointed by the board, staff will

take board meeting minutes. If approved by board, Mike Medland will become Secretary-Treasurer until a new secretary is appointed.

- b) **Board meeting notes.** Nan will send out call for agenda items a week before the board meeting and would like directors to forward their committee meeting minutes and motions at this time. Mid month public meeting will continue. Every second month there will be an engagement program.

Motion: *that the board accepts the Jan 26, 2016 board meeting discussion notes as amended and that the governance committee updates the Board Meeting policy accordingly. Nan moved. Carried.*

- c) **Vic West Fest** – May 14th. Nan, Jack and Johanne met to discuss organization of this event. Staff will help organize it this year. Robin has agreed to oversee the event.
- d) **Directors Insurance** - New broker replacing AON is Aligned Insurance. \$945 dollars a year for 2 million. \$500 deductible. Insurance for Board. Other insurance for liability, fire and theft and outside programs is carried under the Centre insurance policy.
- e) **Committee member ratification.** Committee chairs are asked to make a motion to ratify their committee membership at the March 8th board meeting.
- f) **Organization Chart** – Simeon has kindly created a VWCA organization chart that will be distributed for board review.

Vice president – no report.

Secretary – no report.

Treasurer – no report.

Executive motions:

Motion: *that the board adopt the following goals for 2016: 1) strategic planning; 2) succession for board & committees; 3) development of a VWCA record keeping system; 4) completion of the risk management framework started in 2015; and 5) continuation of visioning exercise.*

Motion tabled to allow for more discussion.

Motion: *that Mike Medland is appointed by the board as Secretary Treasurer on a temporary basis, until a new Secretary can be appointed. Nan moved. Carried.*

Motion: *that executive reports be received. Nan moved. Carried.*

5. Committee reports as required

Centre committee - no report.

Communications Committee - no report.

Finance Committee

Motion: *that the following special accounts that have not been in active use for several years be collapsed to the General Fund:*

<u>Fund</u>	<u>Est. amount</u>
Poster Sales	1.22
Community Events	428.33
Banners	174.96
Utility box map wrapping project	2853.21
Swim Fest	471.02

Mike moved. Carried

Motion: *that in support of the new bookkeeping position and the desire of the board to maintain more of the VWCA records on computers at the centre that an addition computer, estimated at \$1,000.00 to be funded by the General Fund. Mike moved. Carried.*

Food Security Collective – Community potluck on Saturday Feb 13th at 5pm at the Centre.

Governance – Three motions

Motion: *that the draft Board Orientation and Development policy be adopted. Rihanna moved. Carried.*

Motion: *that each Director will review the Director, Committee Chair, and Committee Member job descriptions and provide suggested amendments to the Governance Committee; additionally, Officers review their position description. Rihanna moved. Carried*

Motion: *that the Governance committee will collate changes to the board job descriptions and bring recommended changes to the Board for decision. Rihanna moved. Carried.*

Harbour Committee – committee minutes from Jan 20th have been previously circulated and received.

Land Use Committee – great turnout for passive housing meeting. Next week on Tue Feb 16th at 7pm the project team of Bayview Place are coming to show their latest plans. They are seeking input and feedback from residents before shaping an application to the City to amend the zoning bylaw.

Motion: *that committee reports be received. Robin moved. Carried*

6. New business - No new business

7. Questions/comments from the floor

New windows are being installed. Question on progress of washer and dryer at the Centre. Plumber is coming back to redo the fixture count.

8. Announcements - No announcement

9. Adjournment

Motion: *that the meeting be adjourned. Dar Carried.*

Approved