



# THUNDERBIRD NEIGHBOURHOOD ASSOCIATION

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## REGULAR BOARD MEETING BY CONFERENCE CALL Monday, March 22, 2021 @ 6:25 PM

### BOARD MEETING MINUTES

#### IN ATTENDANCE:

Executive Directors: Mike Bradley, President & Chair  
Joan Poon, Vice-President  
Ken Costea, Treasurer

Directors-at-Large: Iliaz Ali  
Sandra Marino

Absences/Regrets: Benny Mah, Secretary (proxy Joan Poon)  
Jessica Carias  
Thomas Tai  
Samuel Ho  
Sandra Dare  
David La Vallee (proxy Ken Costea)  
Vanessa Tan

Guests: Ms. Gwen Giesbrecht, Commissioner & TNA's Liaison to VPB

Staff: Jennifer Trach, VPB Community Recreation Supervisor (CRS), Thunderbird CC

Recorder: Marianna Vilchez

#### 1. CALL TO ORDER:

Conference Call Meeting by Webex, Call to Order: 6:47 PM.

Chair M. Bradley called the Directors' meeting to order at 6:47 PM. A majority Board Director quorum of seven (7) was present, (mandatory minimum: seven [7] for motion voting purposes), comprised of Executive Directors and two proxy votes for absent Directors-at-Large.

#### 2. APPROVAL OF THE AGENDA FOR THE March 22, 2021 BOARD MEETING:

**MOTION:** That the Agenda for the Thunderbird Neighbourhood Association (TNA) Regular Board Meeting held on Monday, March 22, 2021, circulated to the Directors by email, be approved.

Motion moved by Mr. Costea and seconded by Ms. Marino.  
Motion unanimously passed.

**3. APPROVAL OF THE TNA BOARD MEETING MINUTES OF FEBRUARY 22, 2021:**

**MOTION:** That the Minutes of the Thunderbird Neighbourhood Association (TNA) Regular Board Meeting, held by conference call on Monday, February 22, 2021, as edited by the Secretary, and circulated to the Directors by email, be approved.

**Motion moved by Mr. Costea and seconded by Ms. Poon.**

**Motion unanimously passed.**

**4. PARK BOARD REPORT – Ms. Gwen Giesbrecht:**

Ms. Giesbrecht asked the Board whether it would be helpful for PB to implement technological/website support among the CCAs to address connectivity issues with teleconferencing software. Mr. Bradley mentioned that this issue was discussed at the last APG meeting: Presidents talked about sharing CAS resources to include the possibility of hiring a developer who could provide remote troubleshooting services among the various CCAs.

Mr. Bradley asked for an update on the Queen Elizabeth Park master plan – would operations resume after being halted from the pandemic? Ms. Giesbrecht said the plan would be moving forward this year, though slower than anticipated because of budget shortfalls. Ms. Giesbrecht mentioned that throughout the last year, the CoV saw a huge increase in activity within neighbourhood parks, so staff are prioritizing park projects while at the same time staying mindful of budget limitations.

Ms. Giesbrecht reported that the CoV provided a one-time increase in funding to support PB operations, after PB experienced a shortfall of revenue this past year.

A Director asked Ms. Giesbrecht for her opinion on the temporary bike lane project on the perimeter of Staley Park and the limited amount of public consultation before PB decided to implement the project. Ms. Giesbrecht admitted this is an issue on which she receives a lot of correspondence. She spoke to the importance of improving the accommodation of different methods of transportation along the parkway and ultimately in the CoV. The initiative will be an imperfect process, inconvenient to some and preferable to others but will be finetuned in the future to accommodate all: walkers, bikers, drivers, etc.

Mr. Bradley suggested an initiative in which different species of trees and plants in CoV parks are labelled via metal plaques for public education. He mentioned an initiative that was discussed approximately 8-10 years ago, in which guided tours of some parks would be available through a smartphone application. Ms. Giesbrecht mentioned a nice addition to this idea would be to provide the history behind the CoV's parks and how their names originated.

Lastly, Ms. Giesbrecht acknowledged the passing of Ms. Daisy Chin, PB Director of Recreation, a pillar of the PB community who will be missed by many.

**5. PRIORITIZED BUSINESS:**

**A. Financial Update – September 01, 2020-February 28, 2021 – 6 Periods:**

From the Variance Presentation of the Statement of Revenue and Expenses:

**Total Gross Revenue from Grants 2020 YTD** of **\$170,435** was **down (\$35,140)** from 2019 YTD and **up \$36,824** from period 5.

**Total Gross Revenue from Fees 2020 YTD** of **\$78,714** was **down (\$151,499)** from 2019 YTD and **up \$10,484** from period 5. Fee revenues from the following key areas were as follows:

- Program Fees 2020 YTD of \$76,182 were **down (\$88,444)** from 2019 YTD but up \$10,630 from period 5.
- Rental Fees 2020 YTD of \$788 were **down (\$9,997)** compared to 2019 YTD.
- Birthday Party Revenue 2020 YTD of \$0 was **down (\$35,413)** from 2019 YTD.
- Pass Fees 2020 YTD of \$972 from the Fitness Centre were **down (\$14,850)** from 2019 YTD.
- Special Events/Vending/Fax Revenues 2020 YTD of \$88 were **down (\$2,740)** from 2019 YTD.

**Total Gross Revenue (Grants and Fees) 2020 YTD** of **\$249,149** was **down (\$186,639)** from 2019 YTD and **up \$47,307** from period 5.

**Total Expenses 2020 YTD** of **\$172,193** were **down (\$222,442)** compared with 2019 YTD and **up \$12,368** from period 5. The reduction in expenses from YTD 2019 was mainly due to significant savings in Wages and Benefits (including Birthday Party) 2020 YTD, that were **down (\$84,569)** and Program Expenses/Supplies 2020 YTD that were **down (\$15,232)** from 2019 YTD. Expenses were also **decreased** by Government COVID Temporary Wage Subsidies of **\$121,703** received during the 6 periods. Program Equipment 2020 YTD costs were **up \$9,201** from 2019 YTD and Office and Administration 2020 YTD costs were **up \$742** from 2019 YTD, due to necessary expenditures on COVID signage and sanitization supplies.

**Total Gross Revenue minus Total Expenses 2020 YTD** shows a **surplus of \$76,956 up \$35,803** from 2019 YTD and **up \$34,016** from period 5.

Mr. Bradley referenced the Statement of Revenue and Expenses - Actual document for the 6 periods, to note the program areas that were in deficit from operations, before deducting Facility Costs: OSC (\$8,968), Fitness Centre (\$2,073) and Computer Lab (\$1,898) - due to the purchase of refurbished computers. Birthday Parties continued to be non-operational due to the Provincial Health restrictions on gatherings. The Fitness Centre operations were discontinued in mid-December due to a lack of patronage, COVID capacity and the small size of the facility.

Program areas that were in a substantial surplus, before deducting Facility Costs, included: Preschool \$4,278, Cap-C \$1,868, Children \$2,348, Youth \$6,764 and Seniors \$15,459 due to the timing of grant revenue and for Youth and Seniors, the inability to spend grant funds due to COVID restrictions. The overall surplus on operations is attributed to reduced expenses and a modest increase in revenue and the increase in CEWS funding of \$40,000 from period 5.

**Motion: That the Thunderbird Neighbourhood Association (TNA) Board approve the Unaudited Statement of Revenue and Expenses – Actual for Q2, 6 periods from September 01, 2020 to February 28, 2021.**

**Motion moved by Mr. Costea and seconded by Ms. Marino.**

**Motion unanimously passed.**

**B. Some Project Ideas to Consider For Investing TNA's Currently Restricted Funds:**

Mr. Bradley learned that the Gaming Branch's concern regarding the amount of TNA's restricted funds was likely triggered by the last TNA financial audit that noted additional cash restrictions in 2019 and 2020. After reviewing the Gaming Branch's various regulations governing the amounts and timing of various types of restricted funds, Mr. Bradley calculated that for TNA to continue to qualify for the Gaming Grant, we would need to spend at least \$75,000 in 2021 and additional amounts through fiscal 2023. He asked Ms. Trach to discuss the situation at the next staff meeting.

Staff had the following suggestions for how to spend the unrestricted funds in 2021 and Mr. Bradley noted some very approximate costs based on historical invoices:

-Install lockable cupboards in the family drop-in room	\$ 5,000
-Purchase sanitizer dishwashers for the Preschool and OSC programs	\$10,000
-Replace the running deck on one of the treadmills in the FC	\$ 2,000
-Hire a consultant to redesign the FC	\$ 2,000
-Replace and remove old equipment in the FC	\$ 5,000
-Install a quieter ventilation system in the multipurpose room	\$ 5,000
-Install 3 additional security cameras in the CC	\$ 2,000
-Install awnings at the OSC	\$12,000
-Renewal of the Banner Project	<u>\$15,000</u>
Total:	\$58,000

The Board discussed several ideas about how to spend the remaining \$17,000 including:

- A new sound system for community events - \$3,000?
- More permanent seating inside or outside the CC foyer - \$3,000?
- An initiative to revamp the outdoor space of the CC, perhaps a mosaic design of tiles outside the CC building - \$5,000?
- Purchase, equip and install a 20-foot Conex container on VSB grounds as a community emergency equipment/communications hub – 40,000?

### **C. Staff Related – Programmer and RFC Positions:**

The Board acknowledged the untimely passing of Ms. Daisy Chin, PB Director of Recreation, who was well-respected throughout the PB community. Mr. Bradley said that he knew Daisy from many APG/PB meetings and related that she was held in high esteem by the CCA presidents. Many staff from the PB community were familiar with Daisy and are mourning her loss.

Ms. Donnie Rosa, PB General Manager, shared the following information with the APG and PB staff: "Daisy started with the Park Board on July 3, 1990. Her ability to inspire people around her led her to work as a programmer at Strathcona Community Centre where she honed her passion for recreation and community. In the following years Daisy worked in Special Events, where she continued to cultivate strong relationships with so many people all across Vancouver, always making a lasting impression. In 2009 Daisy became the Acting Train and Farmyard Coordinator, where, among other things, she was responsible for the Ghost Train and Bright Nights. In 2010 Daisy became a Community Recreation Supervisor at Champlain and Trout Lake. Willing to help wherever the team needed her, a year later Daisy became the Recreation Supervisor at Creekside and False Creek Community Centres. Daisy was celebrated for her ability to motivate staff and community. It was a quick journey to become a senior leader and in 2013 Daisy became a Recreation Manager, successor to Diane Murphy. Daisy was touted as, "a

highly capable and respected leader who has taken on many challenging roles within the organization over her career, including positions in community centres, revenue services and special event/filming operations; with empathy, strong communication skills, depth of experience, and a calming nature.” All 5’3” of Daisy was filled with beauty, grace and strength – and a little mischief

Daisy led with her heart and soul as she championed community, teamwork and leading with kindness. She led the way every day and introduced the RecStar concept to appreciate all the wonderful people around her. Daisy was proud to lead with her ‘GREEN’ on the insights scale (Show Me You Care), and started every interaction with “how are you doing (and your name)” – and it was always with genuine caring and interest. Never did Daisy make us feel she didn’t have time, no matter the heavy load she carried for the team. Her family has expressed that the love Daisy had for her Park Board family was unparalleled and gave her tremendous joy and pride.

As the Director for Recreation Daisy led the team through the challenges of the pandemic, she helped lead the work to re-open services and to heal our Parks and Recreation family. Daisy led, coached and importantly modelled the way for all of us to be good to each other, take time for each other, and bring a smile to every situation. For many of us she remains that moral barometer to keep us focussed on the priorities – the people.”

Ms. Trach said that TNA has introduced sessions with grievance counsellors to help staff work through this difficult time.

Darilyn Dennis began her 5-month contract as Thunderbird CC’s programmer on March 3. Amy Mergaert began her temporary position as Thunderbird CC’s RFC on March 8. Both staff are adapting quickly, as they have worked similar roles at other CCAs and are familiar with the PB community.

**D. Grants Update:**

The Thunderbird CC is still waiting on a response Heritage Canada regarding the Summer Grant.

**E. New Logo for Thunderbird Community Centre:**

The graphic designer, Christina Coolidge, drafted a few options for the new TNA logo and staff, Directors and Programs Committee members have narrowed down the possible options. A few adjustments will be needed to ensure that details remain visible within the logo when it is scaled down. Some suggestions were made to change the text placement within the logo.

The Directors discussed compensation for the artist and agreed on a flat rate of \$500-\$700 plus a small donation to a local indigenous organization in her honor. Mr. Bradley asked Ms. Trach to further discuss compensation with her knowledgeable PB contacts.

The artist will be featured in the next Thunderbird CC brochure –some details of her background as a graphics artist and her process in logo development.

**F. Banner Project Information Update:**

Old regulations state that usage of city poles to erect banners are subject to a full rate rental rates, rather than the discounted nonprofit rate if organizational logos or email address are featured. Staff will correspond with CoV representatives to confirm these protocols are still in effect, to see whether the blueprint from the last banner project can be used again this year and if our new logo can be included.

Mr. Bradley spoke with Yoko Tomita about redesigning the Banner Project. The preliminary quote for 12 new designs is approximately \$250 per double sided painted panel, to cover materials and paintings. The painted banners would be sited on the west side of Rupert Street, at other locations that are clear of trees and in front of the CC building.

Mr. Costea said that the suggestion to involve the children of Thunderbird school during the redesign of the project was well-received. It will be a great initiative to strengthen the community as a whole, where students and families alike can be proud of their involvement.

Mr. Bradley will engage with the programmer to get this project started by checking regulations and making application and obtaining quotes from a printing/installation company. The banner project will include 12 new banners with 2 panels each, with one panel painted on both sides on the left (street-side), and one silk screened panel on the right side. Yoko will also quote on supplying 6 new images for the silk-screened panels.

## **5. BUSINESS ARISING:**

### **A. Projects in Progress:**

Hiring for the new auxiliary position is not yet underway – the holdup is from deciding who in the Thunderbird CC can/will supervise this position and considering the wage differences between a contractor or as a TNA employee compared to current CC/CA staff.

Ms. Poon volunteered to advertise this position to BCIT students, through Craigslist and school-related Discord channels, who are pursuing internships this summer.

### **B. Centre Updates (COVID, Spring Break Day Camp, Programming, Registration):**

Ms. Trach reported that the center has seen a recent uptick in registration activity with Spring day camps, youth camps and the OSC all active. Other programming has been paused for Spring and will resume after Easter. Program registration for catchment was extended by 1 week, in order to reach children and families who are away from the CC for Spring Break. Registration will open to the general public after the 1 week extension.

Vancouver Coastal Health reviewed and approved TNA's COVID Safety Plan for food program delivery. The Tuesday lunch program and Thursday Soup's On programs will now resume in April. Both programs are allowed to resume as they are not advertised as events, but rather as important tools for the wellbeing and food security of the community.

Marsha Kettleman will be coming back to the CC in April.

The food bank at Skeena was cancelled back at the start of the pandemic. Ms. Trach said she was not sure when this program would resume. TNA was donating our extra produce to the food bank but the order was cancelled to save on delivery costs.

**C. Employee Contracts:**

As discussed in the February 22 minutes, Mr. Bradley was in touch with other CCAs about sharing the costs of a lawyer to update employee agreements with current protocols.

**D. Ideas for Renewal of the TNA Website:**

Mr. Bradley asked the Board to look at Trout Lake CC's new website and Hastings CC's existing website to gather ideas for a possible update to the TNA website.

**6. NEW BUSINESS:**

**A. Correspondence:**

**B. APG Report:**

The APG minutes were not available to distribute to the Directors. Mr. Bradley summarized the last APG meeting:

-A PB accountant from Deloitte Touche looked at the operations and recreation fees in 2021 and took note of impending changes, including a change in GST.

-PB will be enforcing the booking of outdoor spaces adjacent to CC buildings.

-Results from the APG survey regarding program attendance came back with 6 CCs participating. On average, CC's program attendance was down 50-55%. It seems advertising programming is a common struggle, particularly through e-mail. Most CCAs have the best luck advertising through mailout cards and flyers and word of mouth. Some CCs have had luck advertising through neighboring businesses and community bulletin boards. According to surveys, CCAs are underutilizing social media, particularly Twitter, as a promotional tool and communication platform.

-A few CCs have opened their FCs for personal training after receiving little attendance being open to the general public.

-A report by the APG and other committees will be released regarding project Climate Hope. The report will look at various initiatives concerning environment ecology and climate change.

-The Champlain CC approached the BC pension plan to see if they could consolidate all CCA employees in the plan, since several CAs do have pension coverage. Although further details need to be considered, the preliminary answer was positive.

**C. 2021 Neighbourhood Matching Fund:**

Mr. Bradley emailed to the Directors a copy of the 2021 Neighbourhood Matching Fund. The initiative will match up to \$10,000 in cash and resources donated by community organizations, for a community arts and culture project. In order to be considered, project proposals must involve the strengthening of community

connections. It is applicable to non-profits, CCAs and neighbourhood houses. Deadline for applications is April 30, 2021. Mr. Bradley welcomes input from the Directors either for an application in April or for the next intake during the Fall of 2021.

**D. CoV Advisory Committee Applications Available for Volunteers:**

The CoV Advisory Committee is accepting applications for volunteers to advise on 12 new initiatives regarding anti-racism and reconciliation. Mr. Bradley encouraged Directors to apply and to spread the word to other residents active in Vancouver.

**E. Upcoming Events:**

March 22-26:	Week 2 of TNA Spring Break Day Camp
March 27:	Public Registration at Thunderbird
March 29:	Preschool Registration
April 02:	Good Friday, Statutory Holiday, Centre Closed
April 05:	Easter Monday, Centre Closed
April 08:	APG Meeting
April 19:	TNA Board Meeting
April 22:	Earth Day
May 09:	Mothers' Day

**7. COMMITTEE UPDATES:**

- A. Fitness: No meeting.**
- B. Programs: No meeting.**
- C. Chinese Seniors: No meeting.**

The CSG from Renfrew CC got together via Zoom with a turnout of 40 seniors. There were technological difficulties, but a teleconferencing option may be considered for the CSG at TNA.

**D. Other:**

Mr. Ali addressed some perceived shortcomings of the Board and informed that he was resigning his Directorship. Mr. Costea and Mr. Bradley thanked Mr. Ali for his service and said that his participation in Board deliberations would be missed.

**8. ADJOURNMENT:**

The meeting adjourned at 8:40 PM.

**Next Board Meeting: Monday, April 19, 2021 @ 6:25 PM.**



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Mike Bradley, President

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Benny Mah, Secretary

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Marianna Vilchez, Recorder