



THUNDERBIRD NEIGHBOURHOOD ASSOCIATION BOARD MEETING MINUTES

Monday, September 23, 2019, 6:58 PM
2311 Cassiar Street, Vancouver, B.C. V5M 3X3
Telephone: 604-713-1818 Fax: 604.713.1828

REGULAR BOARD MEETING

IN ATTENDANCE:

Executive Directors: Mike Bradley, President, Chair
Benny Mah, Secretary

Directors-at-Large: Sandra Dare
David La Vallee
Charles Leong
Sandra Marino
Roberta Scherger
Vanessa Tan

A

Absent/Regrets: Jessica Carias
Ken Costea - Treasurer
Diane Lord-Cotton – Resigned from the Board
Joan Poon – Vice-President

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

Recorder: Marianna Vilchez

1. CALL TO ORDER:

Regular Meeting Call to Order:

Chair M. Bradley called the Directors' meeting to order at 6:58 PM. A majority Board Director quorum of seven (7) was present, (mandatory minimum: seven [7] for motion voting purposes), comprising Executive Directors and Directors-at-Large, excluding the Chair.

2. APPROVAL OF THE AGENDA FOR THE SEPTEMBER 23, 2019 BOARD MEETING:

MOTION: That the Agenda for the Thunderbird Neighbourhood Association (TNA) Regular Board Meeting held Monday, September 23, 2019, circulated on table, be approved.

Motion Moved By Mr. Mah and Seconded By Ms. Marino.

Motion Unanimously Passed.

3. APPROVAL OF THE AUGUST 19, 2019 REGULAR BOARD MEETING MINUTES:

MOTION: That the Minutes of the Thunderbird Neighbourhood Association (TNA) Regular Board Meeting held Monday, August 19, 2019, circulated on table, as edited by the Secretary, be Approved.

**Motion Moved By Ms. Tan and Seconded By Mr. La Vallee.
Motion Unanimously Passed.**

4. MS. GIESBRECHT – PB LIAISON REPORT AND DISCUSSION: Tabled.**5. PRIORITIZED BUSINESS:****A. Financial Update - September 01, 2018 to August 31, 2019 - 12 Periods:**

The year-end financials were not available from Ms. Bu for the Directors to review. These are critical, prior to official audit, for Directors to determine how revenue and expense projections averaged out to a surplus or deficit for the year. The August and September financials will be ready for review, without fail, at the October Board meeting.

B. Offering Credit/Debit at Thunderbird CC - Status:

Ms. Trach was pleased to announce that the credit/debit machine terminals are up and running at Thunderbird CC, although not yet available for online registration. The new function has been well-received by patrons and may be particularly impactful for Preschool registrants as they pay the preschool monthly fee. A credit/debit option may eliminate the need for post-dated cheques, which has a 5-week processing time and causes issues for a stretched-income parent who may run out of funds by the end of the processing period.

C. Grants Update:

TNA has still not received payments for the \$22,000 Summer Jobs Grant and the \$7,000 YMCA Grant for the 2019 fiscal period. There was no update from the Coast Capital Grant for Youth. The Cap C Grant, including the Family Drop-in program that is shared with Frog Hollow, has an application underway and awaits financials from Ms. Bu. The Direct Service Grant is due in November.

D. Staff and Centre Updates:

FC Attendant Brian Tang's final day at Thunderbird CC was last week. Ms. Trach hired Jake Ross to replace him and he made a good impression upon joining the team, with several ideas to contribute. The Moresports supervisor who was hired, could not attend all of the required shifts, so the position has been reposted for interest.

One of the downstairs bathroom facilities will become an LGBTQ-friendly space, awaiting signage from the City.

E. Review TNA Policies Regarding Elections:

During the September 5, 2019 APG Meeting, the following policies surrounding municipal elections were established: That PB facilities remain neutral with political parties, allowing candidates to host meetings but not individual rallies within Centres and that promotional signage on the interior and exterior of buildings be strictly prohibited. Additional wording was included in the APG Minutes tabled in the Board Package. The policy was established by CoV for Federal elections but probably applies to Metro Vancouver elections.

F. Part Time Work for TNA Auxiliary Staff In the 2020 Fiscal:

Ms. Trach confirmed her staff would have little to no space in their schedules to undertake duties of the auxiliary position. Ms. Nicholson has allocated PA time towards completing inventory tasks, as discussed in the August 19, 2019 TNA Board Meeting –listing equipment, noting respective serial numbers and photographing the layout of rooms for insurance purposes.

G. Proposal for Thunderbird Celebrate Community Event In the Week of September 12~~8~~, 2020:

The event will be marketed as a community, rather than school-centric celebration, that will take place next year after the ~~B~~board has discussed the event in more detail. Staff have proposed the event take place on a Saturday, September 12. The expectation is the turn-out would be the same as the regular Celebrate Canada Day event with roughly 450 attendants from the immediate community ~~extending as far as Skeena~~. The event would be an excellent promotional tool for Board/Committee activities and recruitment, for the ~~C~~centre and its programs, where the entire building could be showcased with program information stations in each room.

MOTION: That the TNA Board approve holding Thunderbird Community Centre will try a Community Event, in place of the annual Celebrate Canada event, in the week of September 12~~8~~, 2020.

**Motion Moved By Ms. Scherger and Seconded By Ms. Tan.
Motion Passed with One Abstention from Ms. Marino.**

Ms. Marino had hesitations about the event, predicting mid-September will be a busy time for families, and speculating whether a switch from the regular Canada Day event is necessary given its success. Mr. Bradley noted that both events may take place if the budget allows for it.

H. Chinese Seniors - Affiliated Group (CSG), Transitioning to Program:

It has been suggested that the CSG transition from an affiliated group to a program as some requirements from the 2001 agreement have not been honored by the CSG and have not been enforced by ~~the association~~TNA. Additionally, there is an issue for Lorraine, who handles petty cash distribution and struggles at the end of the month with collecting receipts on time for bookkeeping. If the CSG was to transition into a program, budgeting and purchasing would be taken care of by an association staff.

The CSG prefers to keep their affiliated group status that they have held for 26 years. Furthermore, they request that their annual budget of \$1,200 be divided into three-month payments to allow for carryovers

that would better finance group events, such as celebrations, which encompass a large percent of their budget. TNA will honor the CSG's request to be given \$300 every three months versus \$100 per month on the condition that the CSG commits to follow a monthly deadline with their receipts. Other TNA requirements discussed at a September 20 meeting with several members of the CSG, Mr. Bradley, Ms. Chow and Ms. Trach will also need to be agreed to by the Group

I. Board Recruitment (Re-election for Benny, Charles, Jessica, Joan, Sandra M. +1 seat open):

The TNA AGM will be held on happening Monday, November 18. The Director's term for Mr. Mah, Mr. Leong, Ms. Carias, Ms. Poon, and Ms. Marino will expire then ~~with contracts~~ and they will need to be re-elected to stay on the TNA Bboard. Mr. Leong and Ms. Marino have committed to running. One two-year seat will be open to replace Ms. Lord-Cotton and another possibly for Mr. Mah. The Chair will email Ms. Carias and Ms. Marino and Ms. Poon, asking for their intentions. All Directors were asked to recruit appropriate candidates, as soon as possible and direct them for an orientation by Ms. Trach or the Chair.

J. FC Upholstery Quote:

Eight (8) pieces of equipment in the FC need to be upholstered as part of the FC upgrade. The quote was circulated on the table listing a total of \$901.25 in upholstery charges and \$200.81 in labor fees.

MOTION: That the TNA Board approve the payment of \$1,~~10~~22.06 plus tax for upholstery services on 8 pieces of equipment in the FC.

**Motion Moved By Ms. Marino and Seconded By Mr. Mah.
Motion Unanimously Passed.**

6. **BUSINESS ARISING:**

A. FC Cleanliness and School Liaison Issues – Status:

Vicky from the FC Committee had suggested, during their September 9, 2019 ~~meeting~~ meeting that ~~the association~~ TNA offer a one-month FC pass to a volunteer, to regularly clean the FC ~~regularly~~.

MOTION: That the TNA Board approve ~~To offering~~ an honorarium of a one (1) month free pass in the FC, to encourage a volunteer to clean one Sunday a month for two hours, pending a decision on liability.

**Motion Moved By Mr. La Vallee and Seconded By Mr. Mah.
Motion Unanimously Passed.**

Ms. Trach will check with PB to see if there is a liability concern using volunteers to clean the FC. She further reported that during excavation of the Preschool Play Area, the contractor uncovered a hidden water pipe that was not shown on the engineering plans. Fortunately, the pipe was not damaged but the project is stalled while CoV and VSB engineers determine a safe course of action.

B. Sustainable Funding Task Force Meeting Report:

Ms. Trach reported that ~~T~~the project lead has stepped down and been replaced by Rory ~~(?)~~, who is catching up on notes and debriefing with staff, to get a sense of the Task Force's framework. He is hoping to call a meeting to resume with the Task Force within the next month.

C. PB Ambassador Program Visit to FC in the Period July 15-August 23, 2019:

No report received yet.

D. Youth Services Training – September 7, 2019:

Ms. Marino and Mr. La Vallee were impressed by the youth's workshop organization and professionalism. The event focused on societal expectations of the youth versus outcomes, how there are layers to both, given the struggles they face in their own worlds, such as with peer pressure and ~~some-being-drug use~~enhanced. Ms. Marino said she found it interesting to hear what the youth want from a Cecommunity Ceentre, such as more involvement, a welcoming space and a sense of belonging. The Youth attendees were happy that TNA had 2-Board members attend.

E. ECE Update:

During excavation, a water pipe was discovered in the Preschool play area outside Thunderbird Elementary School which which requires to be rerouted to the school. Given this unforeseen setback, licensing officials from the Ministry have required Ms. Geraghty Angela to plan program changes to accommodate the delay, requiring is tasked with filling out completion of revision, emergency plans and exemption forms, due to the as there has been a delay, in the completion of playground construction until further notice, proposing an issue from licensing surrounding emergency procedures.

An OSC child from an unstable family environment ~~is~~ needing financial support after their Ministry subsidy covered only \$210 of the \$660 cost for summer care. Staff feels OSC is beneficial for the child and ask whether the Board can agree to pay the family's fee shortage of \$450, which realistically cannot be billed back. After discussion the following motion was tabled:

MOTION: ~~To~~ That the TNA Board approves refunding \$450 of the missing-subsidy shortage for an OSC child who was in summer care.

**Motion Moved By Ms. Marino and Seconded By Ms. Tan.
Motion Unanimously Passed.**

F. APG Meeting - September 5, 2019:

Mr. Bradley received a PB calculation for ~~e~~Operations ~~f~~Fee under the JOA of approximately \$3,400 for the 2018 ~~(?)~~ fiscal period.

The Chair has also signed his approval to PB that TNA will fund Have to sign off on \$35,000 towards the Group 1 rate for TNA association staff during 2019.

7. NEW BUSINESS:

A. Correspondence: Tabled

B. Upcoming Events:

October	3:	APG Meeting
October	7:	Fitness Committee Meeting
October	10:	Programs Committee Meeting
October	11:	Thanksgiving Dinner For Community Families
October	14:	Thanksgiving Day - Statutory Holiday, Centre Closed
<u>October</u>	<u>21:</u>	<u>Federal Election Night, voting in the Thunderbird gym.</u>
October	25:	Halloween Howl for All
October	28:	TNA Board Meeting
November	4:	FC Committee Meeting
November	6:	Programs Committee Meeting
November	7:	APG Meeting
November	18:	TNA AGM

C. Staff/Board Christmas Gathering - Where and When?

The Chair asked Ms. Trach to bring the event to the next staff meeting for their input. We need to establish a date, time and venue for the event. Board members suggested that Trocaderos Restaurant might be one possible location. A suggested rate of \$35 per person would be a starting point. Consider a lunch or dinner on a weekend to try and have as many staff attend as possible.

8. COMMITTEE UPDATES:

A. Fitness:

The FC Committee association has been brainstorming initiatives to attract more patrons to the FC, including removing equipment to make space for a stretching area. The latest FC financials and the September 9, Minutes were included in the Board Package.

B. Programs:

The Programs Committee met on September 9 and Minutes of the meeting were included in the Board Package.

C. Chinese Seniors: No Report.

9. ADJOURNMENT:

The meeting adjourned at 8:35 PM: on motion by Mr. Mah, seconded by Mr. La Vallee.

Next Board Meeting: Monday, October 28, 2019 at 6:25 PM

Benny Mah, Secretary

Marianna Vilchez, Recorder