



Board of Directors Meeting Minutes

February 23, 2021

Board Members Attending Fran Rapaport, Bev Ruhl, Diana Kozinuk, Joni Hockert, Eleanor Ward, and Marilyn Schick, Robin Hall,

Regrets: Kate Day, Lucille Proulx, Lorna Lewis,

Guests and Staff: Coral Clay, Carol Turnbull, Jordan Glowicki

Called to order at 10:05am

1. Minutes

Motion: To approve January 2021 minutes

Motion Made by: Diana

Seconded by: Robin

Approved by all

2. Finance and Staffing Report

Considering the challenging year our financial situation is doing ok, although we made only about 25% of what we did during the same time last year. One of the pay periods in January was paid from the Gaming Grant. Tina is continuing to apply for the federal wage subsidy.

Memberships continue to be lower than normal as people are planning to renew when their programs resume.

3. Executive Director's Report

Carol has applied for the City Operating Grant and the Launch Online Grant. The Launch Online Grant application will be reviewed and approved in the next month. The Centre is required to pay 25% of the cost of the grant up to \$2,500 and the grant will pay up to \$7,500.

There have been three positive kitchen enquiries. It is hoped that all three kitchen rentals will turn into regular groups for us.

Snow removal continues to be a challenge since the company that used to plough the parking lot is no longer offering this service. This year all staff cleared the front walk, bus stop, boulevard patio, and the parking lot. Carol has contacted several companies and they either don't plough or charge a very high rate. The board has recommended that Carol find out the price of a snow blower as well as continuing to look for a cost effective company to do the snow removal.

Carol and Jordan are participating in educational opportunities that will benefit the centre when COVID restrictions lift. They have taken diversity and management training courses at no cost.

4. Kitchen Committee Report

Island Health was able to approve an indoor seating area for the café. The space is in our Games Room. Fitness participants are not allowed to congregate before or after their class. In order for them to become members of the general public they must leave the building and return for the café. All café patrons are very happy for the indoor space.

5. Emergency Preparedness Committee

To remain in compliance with the provincial health orders most programming has been suspended until the restrictions lift. Carol has written to Island Health, Adrian Dix, and Dr. Henry about becoming a mass vaccination clinic. She has not heard back regarding using the centre for this purpose. Carol continues to do monthly inspections on her own as she is unable to do this task with a member of the committee at this time.

6. Board Search Committee:

A brief information session was held with the three potential candidates for the board. All were invited to be at all of the meetings until the May AGM. The slate of candidates needs to be finalized by the end of March so that Carol can prepare the AGM package.

7. Program Manager's Report

Although the programming has been slow several programs are able to run and new programming has been incorporated into the schedule. Ball Drumming has run for the last two weeks and participants are enjoying the class. Jordan continues to search for a permanent instructor. Please send all leads to her. Yoga will be returning in March as well as Pens and Friends.

The Speakers Series has not had a great deal of attendance but will continue as it is believed that more people will attend when folks are able to meet in person rather than in a virtual setting. There is a possibility of having a focus group to help guide the topics for future months.

Income Tax Clinics will return this year, however, they will be done quite differently. People will be asked to drop off their tax information the day before their appointment and given an appointment time to be available to tax volunteers in case they have questions. Taxes will be done on Tuesday, Thursday, and Saturday in March and April.

8. Decorating and Events Committee Report

Staff decorated by putting up the lanterns for Chinese Lunar New Year. This was a nice acknowledgement of the start of the year of the ox. This week is Pink Shirt Day and staff will do some decorating for this as a way to show that we have a zero tolerance policy towards bullying.

9. Multicultural Committee

No report

10. Landscape Committee

CSVAC is working with the Victoria Health Co-op in a large 2 year grant. This would include structural changes to the garden but does not include the purchase of plants. As discussions have progressed with stakeholders, it sounds as if CSVAC may get a primary contact with strata regarding the gardens. We were working with one member of strata to get the sprinklers sorted out – they now spray from the top of the garden towards to slope.

Depending on the weather committee members will be doing a spring garden clean-up. Once this has been done all of the junk and garden debris will be removed.

11. Membership and Marketing Committee

Would like to have a greater number of newsletters delivered to village businesses and Fairfield Corners businesses in March. When the next newsletter is completed Cherry will be asked to deliver some to Pic-A-Flic. Next meeting is in March.

12. Cook Street Village Business Association

No report. Next meeting is Thursday

13. Fairfield Gonzales Neighbourhood Association

No report

Motion: To approve all of the reports as presented

Motion Made By: Fran

Seconded by: Marilyn

Approved by all

Adjourned 12:11pm

Approved Minutes certified by:

Eleanor Ward, President

Kate Day, Secretary