



Board of Directors Meeting Minutes

January 26, 2021

Board Members Attending Fran Rapaport, Bev Ruhl, Diana Kozinuk, Joni Hockert, Eleanor Ward, and Lorna Lewis,

Regrets: Kate Day, Lucille Proulx, Marilyn Schick, Robin Hall,

Guests and Staff: Corey Keith, Carol Turnbull, Jordan Glowicki, James Ogilvie

Called to order at 10:10am

1. Presentation by Corey

- a. It is ok that you don't know everything and are open to learning. When we are learning you will make mistakes and this is ok. Reminder to be gentle with yourself.
- b. There are many resources that may be of interest for further education such as Disclosure (Netflix) and Glimmering. For more books and resources staff can connect anyone interested with Corey.
- c. All participants did an exercise that focused on what it can be like for people to reveal to themselves, their close connections, their community, and their places of employment that they are LGBTQ2S+. This can be a very difficult and traumatic experience for some folks and very supportive for others.
- d. 42% of youth who are LGBTQ2S+ experience homelessness and there is a high rate of suicide (40%) for these folks.
- e. Indigenous language is Two Spirited. This is not language that most folks outside of the Indigenous community uses as this could be seen as cultural appropriation. Another term that is common within Indigenous communities is coming in, rather than the western idea of coming out. Coming in is a place of living within the community in an authentic way and being your best self. It is believed that you cannot be your best self within community without knowing who you are
- f. There has been much research done about people within the LGBTQ2S+ but not done by someone in this community. It is important to view research critically by looking at who did the research, who paid for the research, etc.
- g. Organizations can always look at things differently and improve their inclusivity policies. This could be a specific policy or a tone throughout the policy manual. Areas an organization can look at may included: language, training, gender neutral washrooms, policy manual updates, and board members from diverse backgrounds and experiences, etc.
- h. Language can be hard to change quickly. It is important to remember that the intent of language is not always the same as effect.

2. Minutes

Motion: To approve December 2020 minutes

Motion Made by: Diana

Seconded by: Bev

Approved by all

3. Finance and Staffing Report

Considering the challenging year our financial situation is quite good. The posted amount of our profit for the year is \$37,193. This amount includes \$19,000 from Gaming which will be deferred to 2021 and noted in the January 2021 spreadsheet. This means that our actual profit for 2020 was \$18,193. This money has been used as our 2021 start-up funds.

The Finance and Staffing Committee reviewed the winter closure period as it relates to staff holiday usage. Staff need to use their holiday to cover this time or go without pay during winter closure. The Committee looked at the cost to pay staff for this closure period and it amounts to approximately \$2,500. The committee feels that it is not reasonable for staff to use their holiday to cover the closure period.

Motion: To pay all staff for their scheduled hours they would have worked during winter closure as long as the Centre is financially able to support this expense.

Motion Made By: Diana

Seconded By: Bev

Approved by all

4. Executive Director's Report

Statistics for the 2020 report to the city has nearly been completed. This is a large job to get all of the programming information, rental information, and volunteer hours accurately recorded and finalized. The written sections are nearing completion. Once this is done the document will be ready to submit to the city.

Memberships continue to be renewed, however, it is slower than normal. Board members are reminded that they need to get their memberships updated to be active board members. Also board members are reminded to complete their documentation of volunteer hours.

Nika has updated all advertisement items, completed the Winter Program Guide and will have the February newsletter ready for the public by tomorrow. She is working well with the staff team and volunteers.

5. Kitchen Committee Report

Carol has been experimenting with recipes that can be used for the upcoming bake sale including cinnamon buns which can be made using both regular and gluten free flour. Gerry is also trying out different recipes that can be made with gluten free flour. Grab and Go has been slow for the

beginning of January with three meals purchased for the first two weeks of the month. Extra desserts have been packaged and sold at the café.

6. Emergency Preparedness Committee

There have been several changes to first aid procedures due to COVID, which Jordan will review with staff as she has recently completed her first aid training. A CPR mask with bag will be purchased so that staff don't need to breathe for someone – the bag will do the breathing rather than an individual.

7. Board Search Committee:

Continuing to look for board members – at this time there are 2 applicants. One is a full member and the other is open to becoming an associate member. Potential Board Member information session has been scheduled for Thursday, February 11 at 10am. This can be done either in person or online as needed. Potential board members will be invited to join the March and April board meetings. Brochures and application forms are now available at reception and an article is in the February newsletter.

8. Program Manager's Report

January has been a slow month for activities. Fitness classes resumed after the centre reopened for two weeks. This decision was made to ensure everyone's safety following the holidays.

Speaker series has had some mixed reviews because they are being held over Zoom at this time – not everyone has the ability to Zoom. For those that are attending they are enjoying the presentation and discussion. It is hoped that this weekly, COVID friendly, activity will become more popular when folks can meet in person again.

A lot of planning has been done for the coming months including a bake sale, puzzle/book sale, art classes when COVID allows, and special events.

Reception has been changing many of the processes to meet COVID standards. This has been generally well received by both receptionists, stats volunteer, and staff. The new procedures are quick, easy, and simple for folks to learn.

9. Decorating and Events Committee Report

No report

10. Multicultural Committee

No report

11. Landscape Committee

Held a meeting yesterday to discuss what is needed for the garden as we move towards spring. There is some garden clean up that needs to occur as well as removing any broken centre items. This

will be arranged by staff.

12. Membership and Marketing Committee

Some phone calls were done for folks who's memberships needed to be renewed. This work continues. Many people have stated that they will renew their membership when more activities are happening.

13. Cook Street Village Business Association

CSVBA met to on Monday, January 18, to discuss the potential warming tent/centre proposed for this area to support the homeless that are living in Beacon Hill Park. It is not believed that Cook Street is the best location for this service. CSVBA is asking for the warming centre to be located within Beacon Hill Park.

14. Fairfield Gonzales Neighbourhood Association

No report

Motion: To approve all of the reports as presented

Motion Made By: Fran

Seconded by: Lorna

Approved by all

15. Strategic Plan Goal 3 Review:

This goal focuses on programming and increasing both partnerships and diversity. Despite a pandemic the centre has met most aspects of this goal including increasing partnerships, adding programming, and moving some programming into new formats.

Diversity has also increased by acknowledging different days such as pink shirt, orange shirt, and black shirt days. These are important days to understand and acknowledge.

Staff have taken free training to increase their knowledge of different communities/cultures/ethnic groups interact with Victoria as a whole in a different way. The increased understanding will be reflected in volunteer training, policies, and programming options.

Adjourned 12:11pm

Approved Minutes certified by:

Eleanor Ward, President

Kate Day, Secretary