

RILEY PARK COMMUNITY ASSOCIATION - REPORT

BOARD/COMMITTEE NAME>>> Board of Directors		<i>Print DoubleSide ! Print DoubleSide ! Print DoubleSide !</i>
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CHAIR: Marion Waterston	MINUTES BY: Wendy Tupling Guest	DATE: May 22 nd 2008
PRESENT: Surrinder Bring, Christine Axelson, Matthew Wing, Gurnam Gill, Clay Yandle, Lilian Wong, Marion Waterston, Wendy Tupling Guest	GUESTS: Ian Robertson, Commissioner	
STAFF: Hanna Maron, Tony Syskakis	REGRETS/ ABSENT: Regrets: Ann Warrender, Greg Tucker. Absent: Daphne Holmes, Ed Shum, Ilse Struchtup, Deb Coll, Charlotte Black	

#	SUBJECTS AND MOTIONS	ACTION/DATE
1	Minutes approved. Agenda amended to add report on Volunteer Dinner.	
2	President's Report: a) Riley has paid its fee to XXXXX . We were able to be part of a group discounted rate with 12 other community centres, and paid \$700. Thanks to Hanna for arranging this. b) Marion attended a Park Board open meeting to discuss the capital plan and on behalf of Riley Park, expressed our appreciation that the Park Board has set funds aside for the conversion of facilities post-Olympics. c) Drop in child care: Based on the absence caused by illness of one staff, and based on financial projections, Riley will offer no child care during the summer (consistent with previous years' practice). In the fall, child care will be offered 3 times a week. c) Ann W. will be Riley's representative to a committee which will name the park near Queen Elizabeth.	
3	Financial Statements: Christine presented the first report of the year. Normally this report would be presented in April, but for Christine's absence as she was attending the BCRPA conference. The following comments were made: - as advised earlier in the year, our bookkeeper has created lines to "accrue" known expenses through out the year, so as to avoid the usual big "hit" at the end of the year when the bills come in. Accruals are found at lines 6-1050, -1051 and 1052 for Group I expenses., 5-1008Professional Fees (auditor's fees), 5-5016 Amortization, and 4-9000 Deferred contributions. These estimates will be adjusted as invoices come in. Surrinder asked for an explanation of amortization. The explanation provided was estimating the life span of a piece of equipment (eg computers) and writing down or depreciating the cost over time. We have not received an Arena Rental bill but are expecting it shortly. Christine noted that even with these higher expenses due to accrual, we are in a better financial position than we were last year at the same time.	

4	<p>Committee Reports:</p> <p>Communication: A summer brochure was developed – it looks spectacular. The committee has clarity around its direction, is working on terms of reference for the committee and next steps are to consider document management and archiving of association minutes on the web. Clay noted that having the brochure go out early has been helpful: pre-school camps are already full. Tony will develop a brochure plan two years in advance. The board expressed its appreciation to Clay and his committee.</p> <p>Program Committee: Lilian and Surrinder provided a verbal report. The committee met in early May and recommended transferring some duties to the communication cttee. Committee is working on its terms of reference. The pre-school contract is under review. Board requested to get written reports from this committee.</p> <p>Seniors: No report.</p> <p>Constitution and By-laws: First meeting scheduled for beginning of June.</p> <p>FAP: Matthew reported on Fitness, Arena and Pool committee. This was the first meeting since 2007. The committee developed a Terms of Reference and submitted it. Mathew reported on the purpose of the group, ie act as a sounding board for user groups and community, assess community association needs for updating of equipment and make recommendations from FIRP, for matching funds. Matthew reported that the Olympic “security zone” will exclude the pool and rink area. Hanna suggested we will need to consider how Riley will be affected by traffic and parking issues, and consider options such as switching form registered programs to drop in for that year.</p>	<p>Action: Comm. Cttee to implement issuing of the summer brochure at the same time as the spring brochure.</p> <p>Action: Request that Program Cttee Chair provide written reports prior to board meetings. TOR to come when complete.</p> <p>Action: Matthew to email TOR to Wendy for filing.</p>
5	<p>Supervisor’s Report: a) Hanna reported on the “Host City Event” grants, where the city will make fund available to groups holding celebration events. There are 2 deadlines – we could apply in Sept. 2008 for winter events, and then apply again in 2009. Surrinder suggested a mural or sculpture symposium. Clay suggested considering ideas that could leave a legacy for Riley, such as canopies, or BBQs. b) Buddy Pairing Grant: has been approved, no details yet. c) Hanna received a letter expressing appreciation for our youth worker, Melissa, for her diligence and activity in Youth week. The Board members echoed this appreciation and asked Hanna to convey this to Melissa. d) Riley Bursary: Both Tupper and Hamber had received emails and phone calls from Melissa. Wendy followed up with an additional email and we subsequently have heard that Hamber will be forwarding an application from a straight A student, very active in the community, who recently lost her father. A board member is requested to attend the award ceremony, June 5th at the Orpheum. e) Paralympic games: Hanna reported on a May 28th meeting to be held at the Vancouver Public Library, at 7 p.m.</p>	<p>Action: Refer to program committee for suggestions, esp. those leaving a legacy at Riley.</p> <p>Christine will check to see whether she can attend the Hamber award night.</p>
6	<p>Volunteer Dinner: Wendy reported on this event, where we hosted our volunteer of the year, Ann Warrender, and her guest, Joseph. It was a delightful evening, with a senior manager from PB at every table, and gifts for the volunteers, and an excellent video presentation of the volunteers’ biographies. Wendy expressed her appreciation to Liane McKenna, Susan Mundick and others.</p>	
7	<p>BCRPA conference: Marion and Christine presented a power point presentation of the highlights of the conference, held this year at the Empress Hotel in Victoria. A highlight for both Christine and Marion was Dr. Martin Collis, whose presentation was on wellness. Tony also made a report, highlighting several sessions of particular interest. It was an opportunity for networking and provided some ideas on concepts such as partnerships, which will be helpful in preparing for our activities during the Olympic year.</p>	
8	<p>Summer schedule: There is NO board meeting in July. The next meeting is Thursday June 26th. The regular August board meeting is Thursday August 28th.</p>	
9	<p>Meeting adjourned at 8.50 p.m.</p>	
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99	NEXT MEETING DAY, DATE, TIME & LOCATION	