

MINUTES – BOARD



Britannia Board Meeting Sept. 11, 2024

Via Zoom and Conference Room

PRESENT: Adrienne Bale, Sonia Blair (VSB), Margaret Buxton, Tom Chang, Pamela Dudas, John Flipse, Ariela Friedmann, Vera Jones, Nicki Kahnamoui, Maddie Lafleur (VSB), Norm Leech, Nicki McGowan, Craig Ollenberger, Eliot Scott, Hanasa Shkur, Terumi Squibb, Naina Varshney

STAFF: Suzette Amaya, Jacky Hughes, Cynthia Low, Marina Montiel-Mahseredjian (recording), Jeremy Shier

REGRETS: Susanne Dahlin, Tom Digby (VPB), Pat Hogan, Timothy McMillan (VPL), Peter Odynsky

Call to Order

Pamela Dudas called the meeting to order at 6:02 PM.

Welcome and Land Acknowledgement

Norm Leech and Vera Jones shared gratitude and acknowledgement of the unceded ancestral lands of the xʷməθkwəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and Səlilwətaʔ (Tseil-Waututh) Peoples.

1. ADDITION TO TOPICS

- a. Update on the website redesign.
- b. Meeting culture and code of conduct.

MOTION TO APPROVE THE ADDITIONAL TOPICS TO THE AGENDA.

Craig Ollenberger / Vera Jones

CARRIED

2. APPROVAL OF MINUTES

MOTION TO APPROVE THE MINUTES OF June 12th, 2024.

Naina Varshney / Ariela Friedmann

CARRIED

3. NEW BUSINESS

- a. Nomination of new Youth Reps to the Board of Management. Eliot Scott and Hanasa Shkur, both are Grade 12 students from Britannia Secondary who are active on the student council are seeking nomination to the board.

MOTION TO NOMINATE YOUTH REPS TO THE BOARD.

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Craig Ollenberger / Naina Varshney

CARRIED

- b. Meeting Culture and Code of Conduct
Important reminders:
 - Respect all viewpoints.
 - Before asking questions, wait until the presentation is over.
 - Please raise a hand if you have a question.
 - The chair will keep a speakers list so everyone has a chance to be heard.
- c. Rotating Chair
Vera Jones will be Chairperson at the next board meeting on Oct 9th, 2024.
- d. Board Planning Day – October 6th, 2024
The Board Development Committee will be sending out a survey to the board, staff, committees and volunteers for feedback on 2025 Priorities. A draft of the agenda to be finalized on September 23rd. Nicki Kahnemoui will be facilitating the meeting that will set the priorities for next year. Renewal and Reconciliation will continue to be priorities across the centre. For Renewal that work will be centered with the Board. ReconciliACTION will be integrated through out the Society. The redesign of the Child Care HUB will be the major paradigm shift in terms of priorities. A reminder that if you belong to a committee to please discuss 2025 priorities with them. Please reach out to the management team if you have any questions about the Child Care HUB or Board Planning Day.
- e. Committees
For the next meeting in October, Board Members that are on committees are asked to provide a list of Committee Members for formal appointment onto committees. Also if you want your committees to be informed of upcoming events provide their contact email addresses so we can add them to the newsletter list.
- f. Conflict of Interest
Please recuse yourself if there is any perceived conflict of interest, (personal gain) if you are associated with a business, organization or group that the Britannia is working with. Please be transparent and let your colleagues know.
- g. Board Training and Finance Workshop
Jeremy Shier will be hosting a Finance workshop in the boardroom on Oct 1st at 5:30pm. He will provide an overview of the financial statements, the changes that Childcare transition will bring, how programs are subsidized, and which programs create revenue. This important info will help the board plan next years budget.
- h. Request for Funding
Smokehouse in the City – A two-week program in which Knowledge Keepers come with a team to the Elementary School to prepare and smoke salmon. Request for funding in the amount of \$5000 (\$2000 from Board Projects and \$3000 from Community Ed Grants).

MOTION TO APPROVE FUNDING FOR SMOKEHOUSE IN THE CITY.

Craig Ollenberger / Vera Jones

CARRIED

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4. OLD BUSINESS

- a. Britannia Policies – Jeremy S.
 - Petty Cash Advance Policy
 - Signing and Contractual Authority Policy
 - Staff Credit Card Policy
 - Whistleblower Policy
 - Respect in the Workplace Policy – *Updated in line with the City's recently updated policy. If approved training to follow.*
 - Spelling and grammar to be checked and all policies to be read through line by line.

MOTION TO ACCEPT POLICIES WITH CORRECTIONS AND LINE BY LINE PROOF READING

Craig Ollenberger / Ariela Friedmann

CARRIED

- b. Britannia Child Care HUB Redesign Update – Jacky H.

From April to August 2024, we conducted an engagement phase to understand the different staffing structures within each society. We want to see a continuation of care and staff carrying over to the new structure. Families in the community will continue to have priority. We are working on the union transition from BCGEU to CUPE15. All documents have been updated and sent to the societies for feedback. Structure plans will be ready for board approval in October. The deadline for the letter of intent was the end of August and to date 2 of the 3 societies have signed. We are waiting to hear back from Grandview Terrace. We received a \$32000 grant from the City of Vancouver to get through the implementation phase. Consultants will be going over Britannia's bylaws and policies to review and make recommendations. Board will be asked for approval to move forward with the Child Care Hub redesign. Please ask questions so you may make an informed decision.
- c. ReconciliAction – Suzette A.

Is this a culturally safe place to work?
Are our programs safe for all the attend and participate?
As Indigenous programming opens up across the site and moves into sports and recreation, how can we incorporate decolonized delivery of services? Now is the time for the next phase to put these words and policies into action. We need more Indigenous folks from the community to be part of the decision making by joining our committees.
Step 1 – Come to the site.
Step 2 – Participate in programs.
Step 3 – Be part of the decision-making process.

Maddie Lafleur VSB - Partnership between WCT programming and Grandview Elementary last year was a huge success and helped families feel more connected to the Indigenous community. The programs introduced were very impactful to the community as a whole.
- d. Renewal – Pamela D/Craig Ollenberger.

We received a letter from Sandra Singh without the definitive language regarding the renewal that had been used in past meetings. The new language has the monies allocated for renewal now going towards maintenance. We are going to continue to advocate for renewal, but we need to rethink our plan.

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- e. Fall & Winter Special Events
TABLED.

5. PARTNERS' REPORT

- a. Vancouver Park Board – no report
- b. Vancouver Public Library – written report provided.
- c. Vancouver School Board – Maddie L.
School is back in session. There is a new cell phone policy being enforced that will hopefully teach kids self regulating skills and respectful listening. The three school priorities are Numeracy, Connection & Belonging, and Indigenous Leadership Groups. This year Grade 8 Camp will be free for all students with the receipt of a Civil Forfeiture Grant. Working with Society to expand Indigenous led programming to other schools.

6. ADMINISTRATION REPORT

- a. Executive Director – Cynthia L.
Through the Vancouver Foundation and the Community Prosperity Fund we were awarded \$231,000 to be distributed over 3 years to go towards ReconciliACTION.
- b. Manger of Administrative Services – Jeremy S.
We have had a couple of long-term employees retire this past summer. Marina Grzac from the front office retired after over 20 years of service. We also said good-bye to Wally Tarrant from out FSC team when he retired at the end of August after 35 years as a COV employee. James Takaki is currently in the acting role as Facility Support Clerk. We will be hiring a new Office Support Clerk and will reach out to the board for a volunteer to sit on the hiring panel. We also completed hiring of the Head Cashier at the pool. Kirsten Paxton-Judge who has requested to job share this position with Jillian Greenshields. Kipling Media has been chosen to do the website redesign. As our Communications Assistant is on medical leave, we Lori Moretto to be the project coordinator.
- c. Manger of Child Care Services – Jacky H.
We have hired a new PAIII that will focus on more family engagement, parent workshops and education workshops.
- d. Manager of Organizational Change – Suzette A.
Orange Shirt Day is coming up on Sept 30 and the RIA Circle is working with various Indigenous Organizations to put on a collective event, (Frog Hollow, REACH, Vancouver Aboriginal Health Society and the Vancouver Aboriginal Community Policing Centre). There will also be marches coming from the four directions towards Grandview Park that are being organized.

7. CONSENT ITEMS

- a. Arts & Culture
- b. Board Development
- c. Courts Skateboard
- d. Grandview Woodlands Food Connection
- e. Volunteer
- f. Weaving Community Together, RIA Circle

MOTION TO ACCEPT THE CONSENT ITEMS AS PRESENTED

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Ariela Friedmann / Craig Ollenberger

CARRIED

8. ADJORNMENT

MOTION TO ADJOURN

Adrienne Bale

CARRIED