



**EAST RICHMOND COMMUNITY ASSOCIATION  
BOARD OF DIRECTOR'S MEETING  
MINUTES  
June 28, 2011**

Present: Balwant Sanghera, Sherry Sutherland, Fiona Huang, Paul Binning, Leith MacRobert, Marie Murtagh

City Staff: Sue Varley

City Liaison: Greg Halsey-Brandt

Regrets: Tom Mohammed, Dave Gosal

1. Call To Order. The meeting was called to order at 6:45 pm. by Balwant Sanghera, President.
2. Approval of Agenda. The Agenda was amended to include:  
4.5 Senior's Grant Application

***Motion. To approve the agenda as amended. Moved by Sherry and seconded by Paul. Carried.***

3. Approval of Minutes. The minutes of May 24, 2011 were approved.

***Motion. To approve the Minutes of May 24, 2011. Moved by Sherry and seconded by Paul. Carried***

4. Unfinished Business.
  - 4.1 OCP Display. On June 6, there was an opportunity for Board Members and the community to view the OCP (Official City Plan) at Cambie Community Centre. The turnout for this was very poor; perhaps due to a Canuck Hockey game. Sherry and Marie attended and gathered handouts. Board Members are asked to look in their file folders for these handouts and to take this opportunity to voice their thoughts and ideas.
  - 4.2 Parks & Open Space Focus Group. This meeting on June 21, 2011 was cancelled due to a lack of interest. Sue is in the process of creating a form that can be distributed to friends and neighbours as a means to solicit their feedback.
  - 4.3 Wayfinding Workshop. This workshop was held on Wednesday, June 22 and like the other meetings mentioned above, was poorly attended. (3 Board Members and 2 Community Members)

It was noted that the poor attendance for these meetings is very disappointing, given that these were opportunities for people to gain information about their neighbourhood park and to share their ideas, questions and concerns.

Sherry reported that some interesting ideas came out of this meeting, with regard to our discussion of providing additional seating in the park/picnic area. Yvonne explained that New York City has experimented in some of their parks with offering plastic chairs for people to use as they wish. This allowed park users to place the chairs in the configurations that work for them. Overall, this experiment was successful (ie. very few were stolen or damaged).

This innovative idea could be tried at King George Park: A number of plastic chairs could be purchased and placed in the park for people to use as they wish. The chairs might be in bright neon colours and/or have “ERCA” written in large letters, making them less desirable for people to steal.

The Board would need to designate an amount of money (maybe \$400) that could be used to purchase the chairs before this could be tried.

- 4.4 Powered Front Door at ERCA Hall. Sue followed up on a suggestion that 3 quotes be sought before the job was awarded to one company. Through her inquiries, Sue found out that the company, Pacific Door Closure Service, is the one currently used by the City, and therefore is already providing service at a good cost. In addition, their warranty would be better as they provide service to other areas of the City.

***MOTION. That we approve the City’s recommendation to have Pacific Door Closure Service to service the front door of the ERCA Hall. It is understood that the costs for this will be shared between Health, the ERCA and the City of Richmond. Moved by Paul and seconded by Leith. Carried.***

- 4.5 Senior’s Grant Application. (see attachment). Linda Simpson has submitted a proposal as to how Grant monies could be applied to the Senior’s Programme. Linda is requesting that the monies be divided among supplies, equipment and program costs, and increasing her hours for this year, from 28 to 35 hours per week.

It should be noted that this request should have come to the Program Committee, but was missed due to timing. As a result, the PC is asking for the Board to approve this request. Sue explained that this is the only Community Centre who received this grant, so kudos to the staff for their due diligence in submitting this application! Also, in anticipation that we may receive this grant next year, it is thought that the program should require less money for equipment and supplies, which was necessary due to their relocation to the ERCA Hall, and more on staff wages.

***MOTION. To approve Linda Simpson’s request to use grant monies to increase her hours to 35 hours per week for this coming year. Moved by Sherry and seconded by Paul. Carried.***

5. New Business. Nothing to report.
6. Committee Reports.
  - 6.1 Treasurer's Report. (see attached report). Fiona reported that things are very similar to last month and that our profit to date is approximately \$63,000. Gil, Jay, Fiona and Sherry have worked very hard on next year's budget. Sherry noted the following details regarding this proposed budget:
    - A 2% wage adjustment for September will be included
    - In response to Marie's query regarding our need to have a full audit completed every few years, Sherry has reassured us that we are only required to have a review, as we do not have 'charitable' status.
    - Sherry is recommending we increase our dinner allowance for Board Meetings from \$42/meeting to \$50/meeting. This would allow us to have something other than pizza every other meeting.
    - We may need to adjust our expenses for Community Support; perhaps leave it up to \$100 (eg. Richmond Chinese Society)
    - Reconsider our commitment to hosting Fireworks on Hallowe'en Night. This is a very expensive event (almost \$6,000) for 20 minutes. The Board agreed that this event did bring families out, so with that in mind, perhaps we could find sponsorship or partial sponsorship, so we could consider having this event. This topic needs to be referred to the Community Development Committee. In the meantime, it was suggested that we budget up to \$3,000 towards a fireworks event, provided that we can find a suitable partner to share the costs.
    - There is a need to replace the chairs that are currently in the ERCA Hall. They are cumbersome and very difficult to set up/put away. It was suggested that we might transfer monies from the contingency fund to the ERCA Improvement Fund in order to cover this expense.

***MOTION. That we transfer \$10,000 from our Contingency Fund to a new ERCA Hall Improvement Fund. Moved by Sherry and seconded by Paul. Carried.***

***ACTION: Sherry or Sue will email Terri to advise her of the ERCA Hall Improvement Fund transfer.***

***MOTION. To approve the Treasurer's reports and the budget as presented for 2011/2012. Moved by Fiona and seconded by Leith. Carried.***

***ACTION. Marie will add Hallowe'en Fireworks to the agenda for the next CDC meeting.***

***ACTION. Sue will speak to Tatiana about researching sponsors for Fireworks.***

6.2 Program Committee Report. Sherry reported that at the last PC Committee meeting, they met the new Youth Coordinator, Jo Grave. Jo introduced herself, and gave a brief introduction of herself and her ideas regarding this position. The Youth Coordinator position had been carefully reviewed prior to Jo's hiring, and her goals and directions are a good 'fit' with how the position has been altered. There is now a stronger focus on volunteering, and on including girls in the program.

Jaimee Stokes has indicated that she would like to introduce some healthy initiatives with the staff. The Program Committee expressed a desire to be included in these initiatives, so Gil will be giving this feedback to Jaimee.

6.3 Community Development Committee. Marie reported that this committee has not met recently, as the focus is now on the summer fun nights that have been planned. Board Members are encouraged to volunteer at these events. The first one will take place on Tuesday, July 19 and is an outdoor movie.

6.4 Job Evaluation Committee. Sherry reported that there have been some challenges among the committee regarding the proposed 2% wage increase for staff. The majority of the members, but not all, support this increase. As a result this issue will be sent back to the Richmond Communities Committee for further discussion and clarification. In the meantime, Sherry has indicated that the 2% wage increase is included in the upcoming budget.

7. President's Report. Balwant commented that the lack of attendance at the community meetings was regrettable, as it was a way to connect with our community. However, there will be other opportunities for Board Members to connect with the community, such as the upcoming work on the Cambie Hollow and the movie night. It was suggested that the Board have an information table for people to find out more about the Board, and as well, have a chance to fill out the survey if they have not already done so.

Balwant remarked that he has had several people approach him, expressing their disappointment that the Multifest Event is no longer. After some discussion, it was thought that perhaps in future years, there might be a way to bring some of the features of Multifest back and include them in a family picnic type of event. This idea needs to be referred back to the Community Development Committee.

***ACTION. Marie will place the idea of a multicultural entertainment component for future ERCA events on the CDC agenda.***

8. Area Coordinator's Report (see attached report).

- Sue updated us on how the Preschool and the Senior's are coping with the change of spaces. Alexis, Linda, Jay and Gil have been working very hard trying to clear out the Sprites Preschool Area to make room for the new Senior's Space. Linda is hoping to have the Senior's meet in their new space tomorrow!

9. City Report. Greg gave a brief update on

- the SouthArm ‘opening’, following their renovations
- A new initiative to increase voter participation. While nothing is certain, it is hoped that there will be more accessible voting booths, such as at malls and perhaps even mail-in ballots.
- The City is re-looking at the Grant Policies and Process, as there seems to be a great deal of confusion and uncertainty for many groups who are seeking financial assistance from the City.

10. Important Dates to Remember

- Summer Fun Nights 2011: Tuesday, July 19  
Tuesday, July 26  
Tuesday, August 2  
Tuesday, August 9

These events will be held between 5-7:30 pm near the Gathering Place in King George Park.

11. Adjournment. The meeting was adjourned at 8:00 pm.

Respectfully submitted

Marie Murtagh  
Secretary