

**DBAC Board Meeting**

Monday, May 29, 2023, 6:00 pm

QVCC Youth Centre / Zoom

**MINUTES**

**Board Members Present:** Dustin Alvarez, Frankie Chao, Muhammad Ghouri, Leni Hoover, Leslie Kenny, David Turner, Cheryl Wolfe-Milner

**Board Regrets:** Marina Aitcheson, Jesse Green, Ed McClanaghan

**QVCC Staff:** Kelly Greenwell

**Community Members:** Rowena Locklin, Susan Kim (Victoria Council Liaison)

**Minutes:** Leslie Kenny

**Quorum:** 7

Frankie called the meeting to order at 6:12 pm.

1. Approval of the Agenda

Moved: Leslie

Seconded: Cheryl

In favour, 7 ; opposed, 0; abstentions, 0

Motion carried.

2. Approval of the Minutes of April 24, 2023

Moved: Leni

Seconded: Cheryl

In favour, 7; opposed, 0; abstentions, 0

Motion carried.

3. Business arising from the Minutes

i. 950 Kings update

- Meeting this week (Kelly and Rowena) with CRD staff re Kings Road land use and neighbourhood redevelopment.
- Downzoning motion to be revisited with Victoria council
- Mosque wishes to access classroom space at 950 Kings

ii. June 8 presentation to city council

- QVCC looking ahead
- Three speakers- Rowena, David, Kelly
- Cheryl will send comments by video

6:55 – 7:15 pm: Meeting moves in camera to discuss 950 Kings Road

iii. Quadra Village Day 2023 report

- Great 20th anniversary event. Strong committee, many joining for the first time. 98 volunteers, great turnout without being too crowded. Lots of new activities. Costs were higher than expected, but finished with \$5000 surplus. Will need to plan carefully in 2024. Much depends again on the status of 950 Kings. David extended the Board's thanks to Kelly and the committee for their excellent work.

4. New Business

i. Coalition of Neighbourhood Houses survey and interviews

- Please consider taking our survey, which will help to guide equity planning at QVCC.
- The survey is being handled by an outside company, Power of Discourse, to keep responses confidential.

ii. Review of new draft policies for QVCC

- Seven new policies were presented for review by the Policy Committee
- Policies relate to QVCC staff and operations
- Most are adapted from other agencies
- Policies held in a shared drive available to all staff
- New employees are required to review them
- Well done and relevant

Motion to approve the new policies:

Working Alone/Remote Work; External Contracts/Consultants; Gifts/Bequests; Refusal Of Medical Assistance; Outside Employment; Relationship Reporting; Seeking Consent From Minors.

Moved Cheryl

Seconded: Leni

In favour, 7 ; opposed, 0; abstentions, 0

Motion carried

5. Agency Report

- Quadra Village National Indigenous Peoples' Day, Wed June 21, 5-8 pm
  - Westwind Big Drum performing
  - Free tables for Indigenous vendors, free strawberries and Bannock
  - Volunteers needed. Contact Charmaine at [volunteer@quadravillagecc.com](mailto:volunteer@quadravillagecc.com).
- Indigenization of Practice plans are being developed
  - Programs have until mid-June to submit their plans
- Summer Camp 2023
  - It's been a roller coaster ride with the application accidentally being diverted and funding delayed by several weeks
  - On track now, hiring in progress
  - Multiple grants were secured to provide as many spots as possible
- Capacity Enhancement Grant (Federal Community Recovery Grant)
  - Received full funding of just under \$20,000

- Funds will cover new hybrid meeting technology (OWL system), accounting technology upgrades, translation of key documents, improvements of online content for potential donors.

- Staffing
  - Interviews underway for an Administrative (Operations) Coordinator, Camp Leader and Youth Engagement Facilitators
  - Tracey Campbell celebrated their 11th anniversary with QVCC
  - Ben Ziegler celebrated four years as Seniors' Entitlement Coordinator
- Youth and Family Counsellors
  - George Jay will not have a YFC position in 2023-24
  - Staff committee decided to reallocate the resources
- Youth and Family Outreach
  - Boost anxiety-reduction sessions to be offered starting in June
- Gardens
  - Lots of workshops, work parties happening
  - Distributing free seedlings this week
- Lobbying activities
  - Local neighbourhood association reps met with key provincial ministers recently
  - Advocating for core funding
  - Organized through CNH (Coalition of Neighbourhood Houses)

#### 6. Hillside-Quadra NAC

- Actively recruiting new members for the NAC exec
- Eight people showed interest at the QVCC NAC table

#### 7. VCAN

- Presentation by Jeremy Loveday from Destination Greater Victoria (formerly Tourism Victoria) on creating a master plan for tourism in Victoria
- An online survey is available

#### 8. Committee Updates

##### i. Finance

- Committee reviewed first summary of 2022-23 year-end
- Deficit situation reduced to under \$20,000 from \$101,000 projected
- Wage review this week

##### ii. Nominations

- It's time to review board positions for next year
- New recruits are needed!
- Nominations committee to meet in June

##### iii. Equity

- Voting on a new member who's come forward
- Attendance challenges are slowing down the process

#### 9. Adjourn. The meeting finished at 8:45 pm