

Downtown Blanshard Advisory Committee
Annual General Meeting
Monday, September 25, 2023, 6:00 PM, Online (Zoom)

MINUTES

Present: 19 total, 12 voting members. See list attached

Chair: Marina Aitcheson

Minutes: Leslie Kenny

1. Meeting welcome

Marina called the meeting to order at 6:12 pm

2. Introduction of Board and staff present

3. Review and approval of the 2023 AGM agenda

Moved: Leni

Seconded: Leslie

In favour: 12 ; opposed: 0; abstentions: 0

Motion carried.

4. Review and approval of the minutes from the September 26, 2022, AGM

Moved: Adrienne

Seconded: Firas

In favour: 12 ; opposed: 0; abstentions: 0

Motion carried.

5. Agency overview 2022-2023 - Kelly Greenwell

The following are some highlights. A more detailed report will come out in two weeks. Lots of information can also be found at qvcc.ca. In April 2022 we began to shift into disease-prevention plans to support the reopening of the Centre and programs. As QVCC was an essential service, we found safe ways to gather in-person. Quadra Village Day returned after a three-year break and was a big event. Fun activities followed, lots of things for the kids - a Halloween event, a seasonal dinner in December. We welcomed in community partners, opened the gym, and regular programs and drop-in formats resumed. Adult supports, community building activities, the Hub, conversations around Evergreen Terrace, National Indigenous Peoples Day. It felt good to get back to normal and to a closer version of what we recognize in ourselves. We worked other agencies and with VCAN (Victoria Community Assoc. Network) – we're not always doing things on our own. Some of our services reach a wide demographic. NAC oversaw lots of activities. We reduced the deficit and are getting into a

more comfortable position. Leslie extended thanks to Kelly from the Board. It's been a tumultuous couple of years, but you kept it together and the centre is in good shape. There was also a fair amount of staff turnover in a challenging market for hiring. Matt is impressed by the financial surplus and reassured about coming on the Board. Thank you to Kelly to all the staff!

6. Staff interviews– Kelly Greenwell, Executive Director

Kelly introduced two QVCC staff members and interviewed them about their work at the Centre, including what drew them to QVCC, challenging and positive aspects of their job, and what they would wish for if they had a magic wand.

Amber Bell, Youth Programs Coordinator.

Amber has been at the centre nine months. She oversees eight youth programs – drop-in and after-school clubs, pre-employment, and food skills, plus involvement in special events like Quadra Village Day. Amber became interested in community work while at school and is drawn to working with children and youth. Current challenges she's seeing are food insecurity and the negative impacts of cell phones on young people's well being. Positive things are youth getting enjoyment from organizing their own events, like movie night, and from engaging with staff and community members. The food programs and cooking are very popular. One of the senior youths cooks a meal every Thursday for 25 kids at the youth drop-in. Needed are more food resources, affordable sports, and mental health supports.

Charmaine Koenig, Community Programs Coordinator and Volunteer Coordinator

Charmaine started as a practicum student in 2022, then held a casual position, and this year was hired full-time. She coordinates the food distribution programs, community gardens, clothing room, reception area, social media and newsletters, and over 60 volunteers. She supervises three staff. Charmaine grew up in a family that experienced falling through the cracks and draws inspiration from her mom. She chose QVCC because of the variety of programs and to be part of creating a strong neighbourhood. She is noticing regulars returning to QVCC after Covid, proof we're succeeding at creating a welcoming space. She wishes for better solutions to language and accessibility barriers.

7. Update on Hillside-Quadra Neighbourhood Action Committee - Rowena Locklin

The focus this year was on engaging the neighbourhood around the Evergreen Terrace redevelopment and feeding info back to BC Housing. A meeting of the CALUC (Community Assoc. Land Use Committee) will take place on November 7 as requested by BC Housing. CALUC is citizen involvement in land use and development processes. Our group had reduced capacity this year, with six meetings instead of ten. Topics included the neighbourhood traffic calming, Resilience Hub, Kings Road crossing, outreach to folks who were tenting at Topaz Park. After many years, the executive are stepping down and NAC will temporarily fold into the DBAC board. Rowena will stay on as a contractor with reduced hours. Meetings are on hiatus unless requested by the city (NAC is required to attend CALUCs). Kelly extended thanks

to Rowena and executive members Keith, Jon, Jenny, and Gillian for their excellent work. You've given so many hours, been proactive on neighbourhood concerns.

8. Thank you to our volunteers - Charmaine Koenig

Charmaine expressed appreciation on behalf of QVCC to the dedicated volunteers who make it possible to provide the services we do. Volunteers work in every aspect of QVCC, including the Board and many of the programs and events. There are too many to name individually, but we thank each and every volunteer for all that you do. Marina commented on her experience volunteering at QVCC and its positive impact on her life. The Centre always needs volunteers, and there are many interesting jobs available to help out with.

9. New Business

a. Proposed bylaw amendment

Whereas non-profits in South Vancouver Island are facing significant challenges of successfully attracting board members, be it resolved that Article V, Section 1 of the bylaws regarding the Board of Directors of the Downtown Blanshard Advisory Committee be revised to reduce the minimum number of Directors from 7 to 5, by adopting the following revised Article V, Section 1:

“The 5 to 15 directors shall be elected in such a way as to represent the general membership of the Society, and where possible will represent as many economic, ethnic and generation factions as possible. Directors may be as young as 16, but members younger than 18 may not constitute majority of directors as per the Societies Act.”

Discussion: This is a minor revision to one section to change the required minimum number of board members.

Moved: Leslie

Seconded: Marina

In favour: 12 ; opposed: 0; abstentions: 0

Motion carried.

b. 2023–24 Budget presentation: Leni Hoover, Treasurer

Leni reported on the year-end financial statements. The year closed with a small deficit. Last year our deficit was larger, but we have a prudent reserve in place of five months of operating costs. We've always been cautious in our budget planning to meet the needs of the community.

Motion: Be it resolved that DBAC accept the reviewed year-end financial statements dated March 1, 2022, to April 30, 2023, as prepared by Clark Trowsdale Accountants.

Moved: Marina

Seconded: Leni

In favour: 12 ; opposed: 0; abstentions: 0
Motion carried.

Motion: Be it resolved that DBAC approves the recommendation of Clark Trowsdale (formerly Obara and Co.) Chartered Accountants to prepare the 2023-24 year-end financial statements.

Moved: Marina
Seconded: Leni
In favour: 12 ; opposed: 0; abstentions: 0
Motion carried.

Next, Leni presented the budget for the 2023-24 fiscal year. The budget offers a summary of expenses and revenues. Another document, the Program Summary, gives a more detailed picture of the income and spending for each program. Program summaries are reviewed by the Finance Committee and by program heads. They could be made available to members on request. Someone asked about funding that directly targets community building. There is a fair bit of discretionary income that supports comm building activities, based on agency needs and priorities set by the board. Goal would be to build a more discretionary budget not tied to agencies (e.g, through fundraising). Some budgets are underused, e.g., the Neighbourhood Small Grants program, which receives very few applications.

Motion: Be it resolved that DBAC adopts the 2023-24 budget as circulated.

Moved: Leni
Seconded: marina
In favour: 12 ; opposed: 0; abstentions: 0
Motion carried.

c. Board of Director elections (see the attached report from the Nominations Committee)

Marina acknowledged the returning Board Members with one year of remaining term, Cheryl Wolfe-Milner, Frankie Chao, Leslie Kenny, and David Turner. Departing from the Board are Ed McClanaghan, Dustin Alvarez, Jesse Green, Leni Hoover, Marina Aitcheson, and Muhammad Ghouri. Marina noted that Nominations Committee has endorsed the candidates listed below for election to the Board. There were no further nominations from the floor. Marina called for motion to approve the candidates.

Motion:
Be it resolved that that we approve the appointment of the five Board candidates recommended by the Nominations Committee:

1. Firas Daoudy (2-year term)
2. Fapu Duan (2-year term)
3. Matt Takach (2-year term)
4. Keith Davis (2-year term)
5. Hana Akai (1-year term)

Moved: Leni

Seconded: Leslie

In favour: 12 ; opposed: 0; abstentions: 0

Motion carried.

10. Acknowledgement of long-term staff/board departures, retirements and major anniversaries - Kelly Greenwell

The Centre celebrated some important milestones in the past year. Tracey Campbell reached 10 years. Shas filled many roles, currently an account administrator, which she handles with integrity and thoughtfulness. Shawna Erskin marked a 15-year anniversary. First joined as a youth. Such an anchor for all the parts of the centre. Handles things so well and finds a way to bounce back. She knows the community and how to connect people. Also, Mark Sheremeta reached 25 years. He started out working in a sports program for parents and went on to become a Family and Youth Counsellor based at Victoria High School. Marina Aitcheson is leaving after six years serving as a volunteer and board member, including as chairperson – many thanks and good wishes to Marina. We are saying goodbye to Leni Hoover: She literally has her signature on the original constitution and bylaws of DBAC going back fifty years. She was involved since before our founding in 1974. She took feedback from women in the community that set up the vision for the organization. She served as executive director, Board treasurer, and volunteered countless hours. I learned when I joined the centre that she was so beloved by the community. They always asked about her. She always had time for people, to hear about their situation. She leaves a huge legacy. She is an Honorary Citizen of the City of Victoria and received a Jubilee Medal. Thank you so much for your contributions. We wish you well in your retirement.

11. Ideas, Questions, Concerns, Areas of Growth, Strengths

All are invited to attend board meetings, 4th Monday of the month.

Leni expressed congrats to the new board and wish everyone best of luck. I'm so confident about what you'll accomplish. I'm looking forward to retiring but will stay involved as a member and volunteering for work on the archives. Thank you to everyone. We had nothing when we started. We're working on preserving the history of the centre. Feel free to phone me if you ever want to.

12. Adjournment, 8:36 pm

Nominations Committee Report **September 25, 2023**

This year there are up to seven (7) Board vacancies available for two-year terms and up to one (1) vacancy available for a one-year term.

A few election guidelines:

- A maximum of 15 (minimum 5 or 7*) Directors may serve on the DBAC Board of Directors.
- New Directors may be nominated from the floor of the AGM.
- Executive positions for the new Board (Chair, Vice-chair, Secretary, Treasurer) will be selected at its first meeting in October 2023.

Directors currently serving for the 2022-2024 term are:

1. Cheryl Wolfe-Milner
2. Leslie Kenny
3. Frankie Chao
4. David Turner

Members standing for election for the 2023-2025 term are:

1. Firas Daoudy
2. Fapu Duan
3. Matt Tkach
4. Keith Davis

Members standing for election for the 2023-2024 term are:

1. Hana Akai

Vacant: 3-6 positions

1. TBD
2. TBD
3. TBD
4. TBD
5. TBD

*minimum number of Directors will depend on the results of the Bylaw vote earlier in the AGM

AGM Attendance

**DBAC AGM Attendance
September 25, 2023**

Voting Members

1. Marina Aitcheson
2. Hana Akai
3. Adrienne Benner
4. Firas Daoudy
5. Hussein Dahab
6. John Hall
7. Leni Hoover
8. Leslie Kenny
9. Rowena Locklin
10. Anisa Newal
11. Matt Takach
12. Christina Winter

Staff

13. Kelly Greenwell
14. Amber Bell
15. Charmaine Koenig
16. Joshua Roy
17. Kolton Martin
18. Ben Zeigler
19. Tracey Campbell