

Burnside Gorge Community Association
Minutes of the Board of Directors Meeting

Monday, March 27, 2023 at 5:30pm

Present:	Chair: Elizabeth Cull	
	Board members: Michelle Peterson, Kirsten Mah, Avery Stetski, Greg Arnold, Mangat Vohra, Corinne Saad	
	Staff: Suzanne Cole, Executive Director; Seval Kecicioglu, Communications & Development Coordinator; Karen Bahrey, Integrated Family Services Program Manager	
	Guests: City of Victoria: Gary Pemberton, Neighbourhood Liaison & Krista Loughton, Council Liason, Ryan Hart	
	Regrets: Greg Arnold	
Welcome and introductions	Elizabeth welcomed everyone to the meeting	
Agenda	The agenda of the March 27, 2023, Board Meeting was presented. Motion to accept.	
	MOTION TO ACCEPT: Avery Stetski	SECONDED: Corinne Saad
	CARRIED	
Information	Karen introduced herself and talked about her experiences and her current role at BGCA	
Information	Ryan introduced himself and he talked about shy he is interested in joining the board	
Minutes	The minutes of the January 23, 2023, Board Meeting were presented. Motion to accept.	
	MOTION TO ACCEPT: Avery Stetski	SECONDED: Michelle Peterson
	CARRIED	
Action Items	<p>Action items were reviewed. The following items are being carried forward:</p> <p>ACTION: Suzanne will connect with Greg to talk about investments</p> <p>ACTION: Board members will go through their calendars and update their hours for the year to date.</p>	
City Updates	<p>Gary provided a City update:</p> <ul style="list-style-type: none"> • Local champions program launches this Friday Rachele and Peter from BG are attending – 24 seats are filled • Community of Practice happening between 12-2 pm. Avery, Seval and Kirsten are attending from BG on April 5th • MGN Grant launches on April 1st, people with questions can connect to Gary for the guidelines for the grants with examples <p>Krista provided a council update:</p> <ul style="list-style-type: none"> • Arbutus Park project has been represented at the Strategic Planning meetings • Victoria Climate Action Team has a climate adaptation project of playgrounds with shades that 	

	they want to discuss with the city
Report on Strategic Plan	<ul style="list-style-type: none"> ● Recruitment and Retention of staff – Corinne <ul style="list-style-type: none"> ○ No updates ● Relationship with Business Community – Avery <ul style="list-style-type: none"> ○ Talking to the business in the BG neighbourhood, those of south of Bay St. seem to be identified as Downtown Area and those of north of Bay street seem happy to connect as part of BG. What can we do for them? ○ Avery will select a date to organize a mixer with the businesses. ○ Victoria 3.0 meetings are ongoing and Avery will look into opportunities to see how BG can involve with the project. ● Relationship with the BG Community – Kirsten/Michelle <ul style="list-style-type: none"> ○ Gems of Burnside Gorge map is ready and printed ones will be at the centre and at the Burnside Boutique ○ More projects will come up ● Communications – Elizabeth <ul style="list-style-type: none"> ○ Elizabeth and Seval will come together to see the next steps for the organization’s communications plans
LUC & CAC Updates	<p>Avery provided updates on Land Use and VCAN.</p> <p>LUC:</p> <ul style="list-style-type: none"> ● There was a Community Meeting on 2615 Douglas Street, a 12-storey mixed units tower with 164 rental units behind. Businesses were opposed because there is no parking for residents and they were worried that their parking spots will be occupied by the residents ● Capital Iron property is on both Downtown and BG, some plans are revised and they need a second meeting ● Some plans are revised for 3106 Washington Street. They need a second meeting and will be at the next meeting. ● 2516 Irma St. got rejected at the Community Meeting by everyone <p>VCAN</p> <ul style="list-style-type: none"> ● Recently had a meeting and the discussion was about the governance letter that will be submitted to the city. ● CAC may come back with the neighbourhoods that are interested in. Fernwood, Quadra and NorthPark were the 3 neighbourhoods that are interested in CAC
Operational & Financial Report	<p>Suzanne presented operational and financial reports.</p> <p>Operational Report:</p> <ul style="list-style-type: none"> ● Recently hired 3-4 people and 2 people are leaving. ● In the middle of the Gaming Audit. BGCA supplied all the information and waiting for the audit to be completed. ● A lot of admin work regarding T5007. CRA has a requirement that BGCA, on the behalf of BC Housing will complete T5007 for every client who receives over \$500 as a regular rental supplement. ● Childcare opening is still in progress. Currently, purchasing equipment, after everything is completed BGCA will get the license and then hire staff before getting registrations. <p>For discussion: Ops report content</p> <ul style="list-style-type: none"> ● Discussion about the content of the operations report. ● Board members will think about it and discussion will continue at the next meeting <p>Financial Report:</p>

	<ul style="list-style-type: none"> ● 6 months in we start to see the effects of the staffing. Staff are budgeted in full (benefits etc.) but with the staff turnovers, there is a surplus. ● For childcare there was an uplift Childcare Operating fund. There was more money than budgeted. ● Winter camp was planned as a full camp, however, there was no camp because of the snow days. All staff got paid but paid back the students. ● YFC there is a surplus. District gave a 2% uplift that we received in February but the payout won't show up until the next report. ● Boutique still under what is budgeted for revenue. Jan and Feb were slow sale months.
New Business	<ul style="list-style-type: none"> ● Board Governance Workshop <ul style="list-style-type: none"> ○ Avery and Elizabeth attended a workshop by Victoria Foundation, it was helpful in terms of clarifying the board's role. ● Standing committees were presented (Governance Committee (Elizabeth, Kirsten), Employee Recruitment and Retention Committee (Corinne, Mangat, Suzanne), Finance Committee (Greg, Suzanne) <p style="text-align: right;">All in favor – Motion carried</p> ● Board Self-Evaluation Questionnaire <ul style="list-style-type: none"> ○ The survey will be on Survey Monkey and members will fill it out anonymously. Board members will look at the questions to determine if they align with BGCA Board's goals. ● Arbutus Park <ul style="list-style-type: none"> ○ Avery will have a committee and work with the neighbours
Action Items	<p>ACTION: Suzanne will connect with Greg to talk about investments</p> <p>ACTION: Krista will get in touch with the Parks department to discuss the possibility of shade at the playgrounds</p> <p>ACTION: Board members will go through their calendars and update their hours on either Track if Forward or via email before the City report that is due the end of March.</p> <p>ACTION: Elizabeth will update the strategic plan</p> <p>ACTION: Michelle will find the community survey results and see the suggestions</p> <p>ACTION: Avery will form a committee for Arbutus Park</p> <p>ACTION: Elizabeth to send the survey questions to members to determine if they align with Board's goals</p>
Tracking Hours	Board members were reminded to fill out their hours on Track it Forward.
	The meeting adjourned at 8 pm.

Next Meetings:

- Board Meeting on Monday, April 24, 5:30pm