

## **MINUTES**

### **VICTORIA SQUARE COMMUNITY CENTRE BOARD**

**SEPTEMBER 21, 2015**

### **VICTORIA SQUARE COMMUNITY CENTRE**

**7:00PM**

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Attendance: Ruth Brock; Chairperson, Edith Freidel, Charlotte Frisby,  
Secretary/Treasurer

Staff: Melody Chan; Councillor Ho's Assistant, Adrian Wong; Recreational Department

Regrets: Don Boynton & Jason Tsein, Marsha Mariani and Councillor Allan Ho

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#### **1. Call to Order**

The Victoria Square Community Centre Board convened at 7:00 pm with Ruth Brock presiding as Chair.

#### **2. Approval of Minutes**

The minutes could not be approved as there was no quorum.

The Board reviewed the minutes from June 15, 2015, Victoria Square Community Centre Board meeting. It was noted that there were no meetings held in July & August.

#### **3. Treasurer's Report**

- As of JULY 31, 2015                      \$7,278.70 + G.I.C.'s
- As of AUGUST 31, 2015                \$9,478.20 + G.I.C.'s

The Treasurer's Report could not be approved as there was no quorum.

#### **4. Business Arising from the Previous Meeting**

Don Boynton has submitted a letter to the Chair stating he is resigning from the board due to his health.

## **5. New Business**

### Recruitment

Adrian Wong reviewed the draft policy for recruiting new board members. The board agreed it was a good start and asked Adrian to arrange a meeting with Councillor Ho to review the document.

### Community Centre Maintenance

The following work to the Community Centre has been completed:

- The kitchen cupboards have been painted and the handles have been updated
- The tile floor in the kitchen has been replaced
- New exit signs have been installed above the entrance doors

The City has asked the Chair to review the upcoming work slated for the hall for the next 3 years and report back with respect to any additional work that will need to be completed. The work to be done over the next three years included:

- 2016 - All existing vinyl floors, exterior paint, electrical system
- 2017- electrical work, exterior lobby, ceiling repair
- 2018 - washrooms

The board felt the washrooms will need to be repaired before 2018.

## **6. Next Meeting**

The next meeting of the Victoria Square Community Centre will be held on October 26, 2015, at 7:00 p.m. due to the hall being used for the election.

## **7. Adjournment**

The meeting adjourned at 8:00 p.m.