COMMUNITY SERVICES ADVISORY COMMITTEE
Meeting for Wednesday 19 February 2014
7:00 p.m. – 9:00 p.m.
Committee Room, District Hall, 355 W. Queens Rd

MINUTES

Attended:  Joanne Cooper  Jocelyn Rea
            Wendy Hiebert  Arash Rezai
            Sterling Megas  Maralyn Wild
            Catherine Nesmith  Robin Woods
            Dustin Noble
            Elaine Noble  Apologies:  Sean Burke

Staff:  Cristina Rucci, Staff Liaison
        Lisa Stalham, Committee Clerk

- The meeting was called to order at 7:05 p.m.
- Robin expresses thanks of the Committee to Maralyn for agreeing to be Vice Chair.

1. Adoption of agenda
   
   MOVED by Elaine
   SECONDED by Joanne
   TO adopt the agenda.
   
   CARRIED

2. Adoption of previous minutes (attached)

   ACTION: Check if “Dover House” or “Dover Court House”, amend if required.

   MOVED by Arash
   SECONDED by Sterling
   TO adopt the minutes of 15th January 2014 as amended if required.

   CARRIED

3. Business arising from minutes

   - No business arose.

4. Review of ineligible grants

   - Cristina presented each of the applications for which there was a question about meeting the eligibility criteria for member consideration and discussion.
   
   - Cystic Fibrosis Canada
     
     MOVED by Catherine
     SECONDED by Joanne
     THAT the application submitted by Cystic Fibrosis Canada not be accepted as it does not meet the eligibility criteria.
- Gleneagles Golf Club
  MOVED by Joanne
  SECONDED by Arash
  THAT the application submitted by Gleneagles Golf Club not be accepted as it does not meet the eligibility criteria.
  CARRIED

- Harmony Training and Performance Society
  MOVED by Sterling
  SECONDED by Elaine
  THAT the application submitted by Harmony Training and Performance Society not be accepted as it does not meet the eligibility criteria.
  CARRIED

- North Vancouver Community Sport and Recreation Council
  MOVED by Wendy
  SECONDED by Dustin
  THAT the application submitted by North Vancouver Community Sport and Recreation Council not be accepted as it does not meet the eligibility criteria.
  CARRIED

- GV Counselling and Education Society for Families
  MOVED by Joanne
  SECONDED by Elaine
  THAT the application submitted by GV Counselling and Education Society for Families not be accepted as it does not meet the eligibility criteria.
  CARRIED

5. Grant distribution
- The Committee was given an opportunity to briefly review the applications received. Members indicated agencies with which they were interested in working. In some cases, areas of interest had been indicated for the absent member. Applications were distributed evenly among all members.
- Cristina summarised the information being sent home with each member and the process of application review.

6. Reading financial statements, Robin
- Robin provided an overview of how to read financial statements and key pieces of information to look for.
- Cristina circulated a summary document showing the funding received by the applying organizations from various District sources.
7. Interview Process
   - Maralyn provided an overview of the interview process and suggested tips for conducting an effective and successful interview.

8. Accountability Forms: concerns and comments (forms circulated prior to meeting)
   - Due to time constraints, this item was postponed to next meeting.

9. Next meeting:
   - The next meeting will take place Wednesday 19th March.

**ACTION:** Any presentations that could be ready for the 19th March meeting, please let staff know so that members can prepare to discuss those recommendations.

10. Any other business
    - Cristina summarised the Welcoming Action Committee events taking place in the community.

11. Adjournment
    - The meeting was adjourned at 9:02 p.m.

**District Vision Statement**

Our goal is to be recognized among the most sustainable communities in the world as demonstrated through our environmental stewardship, strong network of neighbourhoods, a vibrant economy and community-driven growth and change.