COMMUNITY SERVICES ADVISORY COMMITTEE

Meeting – Wednesday, February 18th, 2015
7:00 p.m. – 9:00 p.m.
Committee Room, District Hall, 355 W. Queens Rd

MINUTES

Attended: Sean Burke
Christopher Corsetti
Wendy Hiebert
Dustin Noble
Elaine Noble
Jocelyn Rea
Arash Rezai
Maralyn Wild
Robin Woods
Stefanie Wysota

Staff: Cristina Rucci, Staff Liaison
Mary Jukich, Committee Clerk

1. Adoption of agenda

    MOVED BY Maralyn and seconded by Arash
    TO adopt the agenda

    CARRIED

2. Adoption of previous minutes (attached)

    MOVED BY Elaine and seconded by Chris
    TO adopt the January 21, 2015 minutes

    CARRIED

3. Business arising from minutes

    No business was presented.

4. Review of Ineligible Grants

    Members reviewed and considered the list of ineligible grant applications received.

    • Canadian Iranian Foundation – Operating Grant and 2 Program Grants (Orientation and Integration Program & Active Living Workshop)
      After review and discussion, members felt that it may be beneficial to undertake the interview process and gather further information on this organization.

      This application will be accepted and added to the list for grant consideration.
• **Capilano University Foundation – Program Grant (Mobilizing Local Voices: An Environmental Networking and Student Action Workshop)**
  The application submitted does not meet the eligibility criteria as the service offered is primarily environmental.

• **Families Uplifted Through Respect and Embraced Support Society (Futures) – Operating Grant and Program Grant (Special Children’s Christmas Party 2015)**
  The application submitted does not meet the eligibility criteria as the event is only open to and serves the youth that are invited to the event.

• **Lynn Valley Services Society**
  The applicant currently receives a core grant to cover its operating expenses. Any increase should be requested through the core grants process.

• **Highlands Preschool Centre Society – Program Grant (Music with Ryan)**
  The applicant will be directed to apply for a Child Care Grant.

• **Northshore Aquatic Society – Operating Grant**
  The application submitted does not meet the eligibility criteria as the service provided is primarily recreational.

• **Parkgate Community Services Society – Program Grant (Youth Community Garden/Food Program)**
  The application submitted does not meet the eligibility criteria as the services offered are primarily environmental.

• **St. John Ambulance – North Shore/Sea to Sky Branch – 2 Program Grants (SJA Therapy Dog Program & SJA Youth Brigade Program)**
  Cristina will contact the organization to gather further information and make a subsequent decision on whether to consider this application.

• **Third Vision Foundation – Program Grant (Northshore Photovoice Program and Documentary)**
  After review and discussion, members indicated consensus to accept and add this organization to the list for grant consideration.

• **Upper Lonsdale Preschool Society – Operating Grant and Program Grant (Preschool Students Music Program)**
  The applicant will be directed to apply for a Child Care Grant.

5. **Grant Distribution**

Members were provided with a summary of the information received from each organization. A brief review of the applications was provided and members indicated which organizations they wished to review.
6. **Reading Financial Statements**

Robin provided an overview on reading financial statements, as well as identified key pieces of information on the statements. Members were also encouraged to research the organizations websites.

7. **Interview Process**

Members discussed last year’s interview process and provided suggestions for conducting effective and successful interview.

Robin provided a brief summary of amounts available:

- $269,454 – Council approved amount for 2015
- $145,140 – Already allocated
- $124,314 – Available balance to be distributed

Robin informed members that review of the applications need to be completed by the end of May so that a motion can be presented to the District of North Vancouver Council in June.

8. **Accountability Forms – Concerns and Comments**

The Accountability Forms were distributed, and members reminded that as funding is now on a two year cycle, organizations are required to submit their Accountability Forms for review.

At the March 11th meeting, or subsequent meeting, a discussion will be undertaken on any concerns that may have been identified on the Accountability Forms.

9. **Next Meeting: Tentative – Wednesday, March 11th, 7:00 pm**

The meeting tentatively scheduled for March 4th was cancelled.

The next Committee meeting is tentatively scheduled for Wednesday, March 11th; however, depending on the number of applications ready for presentation, a decision will be made on whether or not to continue the meeting.

10. **Any Other Business**

Members were requested to advise Cristina or the Committee’s Clerk when they are ready to do a presentation.

Robin, Arash and Jocelyn will serve on the subcommittee to review the tax exempt organizations.

Members were informed of the February 19th public hearing with regard to the proposed Men’s Support Recovery House.
11. Adjournment

The meeting was adjourned at 9:00 p.m.

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**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.