COMMUNITY SERVICES ADVISORY COMMITTEE

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

MINUTES

Invited: Sean Burke
Christopher Corsetti
Wendy Hiebert
Dustin Noble
Elaine Noble
Jocelyn Rea
Robin Woods

Regrets: Arash Rezai
Maralyn Wild
Stefanie Wysota

Guests: Beverley Pitman, United Way Community Impact Strategic Planner
Elio Iorio, Manager, Revenue and Taxation, DNV

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

1. Adoption of Agenda
   Item 4a – RNB Dance - PTE Application was added to the agenda.

   MOVED AND seconded:
   To adopt the amended agenda

   CARRIED

2. Adoption of July 15, 2015 Minutes

   MOVED AND seconded:
   To adopt the minutes

   CARRIED

3. United Way Guest Speaker

   Beverley Pitman attended on behalf of Jeff Calbick.

   Bev provided an overview of the United Way’s funding process, funding priorities,
   applications and intake, and the decision making processes.

   Some highlights include:

   - There is a process aimed at making sure the funding goes to the best geographical
     coverage of the region. Knowing the hot spots of the region as to low income or
     high need population.

   - Who is involved in project lead, staff hours involved, consider the past history of the
     agency and project leader and how the budget matches the project plan.

   - Look at sustainability. After three years the agency running program what if the
     next application is not as strong and what if the leader is not there what is going to
     happen to the program.
• Try to work with organization to develop a strong application.

• Have a vision, mission statement and strategic plan in place.

• Undertake due diligence and make sure agencies are doing what they said they were doing and get outcome reports.

• With regard to budget, some items stand out and require clarification. Do the organizations have the capacity to do the project they said they will. If they have a strong project and budget is off kilter, this may require clarification.

• Ask for itemized budget. When budget item stands out, contact organization and have a discussion.

• Don’t negotiate about the size of the grant.

• Have structure, do not base grants on the quality of application.

4. Tennis Club PTE (revised agreement attached)

Members reviewed and discussed condition 1(f) as included in the revised agreement between the Capilano Tennis Club and the Corporation of the District of North Vancouver.

MOVED AND seconded to accept the revised condition 1(f):

Club members may not use the courts during Non-Member Use Periods unless invited and accompanied by a non-member, except if two of the four courts are vacant during a Non-Member Use Period, members may use one of the two vacant Courts until such time as it is required for use by a non-member, at which time the Club members will vacate the Court;

CARRIED

On behalf of the Committee, Robin thanked Cristina Rucci and Elio Iorio for their work with regard to the Capilano Tennis Club PTE Application.

4a. RNB Dance - PTE Application

The Committee was asked to consider the RNB Dance PTE Application.

MOVED AND seconded:
To approve the RNB Dance PTE application

CARRIED

5. Email from Canadian Red Cross (attached)

Members reviewed correspondence received from the Canadian Red Cross requesting that funds granted for a specific program be applied towards a different, wider-based program.
Members discussed whether or not the application would need to be re-considered; however, members agreed that as the funding was being directed to an area of greater need, the application would not require further consideration.

6. Recruitment

Members were informed that four committee member terms will be ending as of December 31, 2015 and that to date, one application has been received and will be reviewed.

Members discussed some strategies for recruitment, including posting committee vacancies in the North Shore News, District website, Posters in community centres, libraries, at Capilano University and possibly professional organizations newsletters.

Members were invited to review their contacts that may be interested in joining the committee.

**ACTION:** Update Recruitment Poster and circulate to various agencies.
**ACTION:** Bring this item back in October for further strategies.

7. Showcase of Non-Profits for Council

Members were reminded that previously five agencies were invited to attend Council to provide a two minute general overview of the services that their organizations provide and how the District grant awarded would be used. As the grants report was removed from the consent agenda, the organizations did not get the opportunity to present, and members discussed whether going forward, there was benefit for organizations to attend Council once grants are awarded.

After discussion, members generally agreed that there was value in having representatives from the organizations attend Council as opposed to Council simply having a “piece of paper” coming from the committee.

Some further suggestions included organizations could provide an acknowledgement of the grant cheque and a brief description of how the funds from organizations from both the first and second year funding cycle.

8. Budget Increase

Members were informed of a recent opportunity for the committee to develop an approach to Council to justify a greater increase in the budget.

**Action:** A strategy will be developed at the next meeting.

The results of a survey from the Vancouver Coastal Health were recently released. Members discussed whether they wished to have the medical officer attend the October meeting to provide an overview of what the survey showed in terms of health and wellness on the North Shore.

**Action:** Determine the possibility of having a Speaker at the October meeting to provide an overview of the survey results.
9. Next Meeting – Wednesday, October 21, 2015 - 7:00 pm

10. Any Other Business

   Members were informed that the new location for the men’s recovery house will be going to public hearing on Tuesday, September 15th.

11. Adjournment

   The meeting was adjourned at 9:00 pm.

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.