

VCN Board Meeting – December 10, 2013

-- 6:00 pm 3rd floor BC211 Board Room

**Board Attending**: Craig McLauchlin, (Acting Chair)

 Brendan Houle, Travis Keyworth, Brian Lutes

**Staff present**: Tracey Axelsson (minute-taker), Chris Chanhsamone

**Quorum established– Meeting called to order at 5:57**

1. **Review and Request for any Changes to the Agenda**

No changes were suggested to the agenda

1. **Review of Minutes for October 3, 2013 and November 7, 2013**

No minutes presented for review

1. **Staff Introductions and Reports**

Introduction of new staff

Tracey presented the Executive Director Report

In November, the VCN HR Committee & Tracey hired Ana-Maria Gheorghiu and Sayenden Supramaniyam. Ana-Maria has replaced Robyn and was brought quickly up to speed to fulfill the role and responsibilities of the CAP YI Regional Coordinator. Sayenden started December 3 and has shown his capacity to take on the role. Aside from CAP YI duties, a review of the server file structure and our own internal paper/financial filing system is under review. We intend to bring both to best recognized operational standards and prepare to electronically archive project documents that are older than 5 years.

**CAP YI**

Ana-Maria’s report in documented in the Executive Director Report.

* All interns are placed, hosting a ‘job finding’ workshop December 12
* The second Industry Canada claim for $112,125.37 was sent and received.
* IC made a direct deposit of this amount on December 10, 2013

**Tech|team**

Chris presented the staff report.

* Update on interns’ work and the Jim Green project
* New intern search underway – Linux work
* Server issues - a bit of trouble for bandwidth –
* Issue is non-connectively
* Glitch level – and full interruption for Wind and Tekksavvy
* Peer One issue seems most likely – when the path goes through them
* courtesy contact has been made

**Web|team**

Discussion currently with the Web|team surround their income draws. Taz & Hugues suggest they have a surplus because of the work they have right now and are requesting a payout. A quick review of accounts sees a number of invoices are outstanding. If there is a big surplus we shouldn’t be holding their money. Sayenden has been instructed to present a full report of their revenue and expenses.

1. **Financial Reports**
* Travis and Tracey presented the Income Statement and Balance Sheet for the organization
* Internal review of Financials for 2012-13 has been completed and documents sent to our compiler according to their letter where they requesting financial records.
* 2012-13 YE is -$60,857.99
1. **Vancity Social Enterprise Evaluation**
* Vancity urgently requested a submission for the grant as they had year-end funds to clear. VCN presented a proposal and request for $8,000 (appendix 1). This plan was based on interviewing three Vancity proposed consultants to get their rates and contemplates a review by a lawyer to address a charity owning a social enterprise and/or any related compliance issues.
1. **Membership Dues discussion**

The Board wishes to address the ambiguity of what is actually required of being a member and who can vote at our AGM. Jim Sayre, Board Chair, presented a report on what was originally laid out and the practice for a number of years. Key discussion points:

* Postpone for online discussion?
* Anyone not support it?
* Strange that this is not a way to generate revenue grey area exists between members and donors – so if someone donates $15 or higher they are a member.
* Also need a form to become a member
* Can be a donor at any time. Unless they give $15 and fill out an application form they are not ‘members’.
* Query - Are any of the services offered in federal currency – if you want to come to the AGM and vote - Could we look to voluntary contributions in lieu of cash?
* Some of our value-added services are charging people –
* This motion is to set a minimum for the buy-in to the AGM
* Organizations? – what if they fill in their application and pay the $15
* Scenario where only one voter per org – proxy??
* Concept of inclusivity – are we meeting our mandate with this contribution requirement.

**Executive Director asked to write a motion for an online discussion and vote:**

Presented via email:

Be it here resolved, that

whereas the practice of recognizing membership historically has been tied to contributions of $15.00, and

whereas we agree to maintain issuing tax receipts for donations of $25 and more, and

whereas VCN aims to keep the service freely accessible in addition to self-sustaining,

be it here resolved to request membership dues within the above structure, and request members fill out a membership form espousing shared values in the work of the Vancouver Community Network.

1. **AGM Planning and Date**

This discussion was tabled – awaiting completion of the Financial Compliation

1. **New, Old & Other Business**

No discussions raised.

1. **Date for Next Meeting**

January ~~9~~~~th~~ 16th – next meeting date.

**Meeting Adjourned at 7:09 pm**