

Vancouver Community Network
Board of Directors

Meeting Minutes
November 24, 2003

Board Members Present: Sharlene Smith, Patrick Clark, Madeleine Butschler, Jonn Olldym, Jim Sayre, Amali De Silva, Ruth Tsukishima.

Staff Present:: Peter Royce, Steven Chan

Regrets: Craig McLachlan

1. Adoption of Agenda. **M/S/C**

With the addition of presentation from Jim on new Provincial privacy legislation.

2. Adoption of Minutes. **M/S/C**

3. Financial Statements

a) Draft Audited Year-end financial statements

Ruth, as Treasurer, and Peter reported that VCN has had a good year retaining earnings of \$26,000 to offset last year's loss. Membership income increased and VCN secured significant contracts.

Motion that the Board approve the draft audited financial statements as presented. **M/S/C**

b) Discussion of restricted funds

After some discussion of whether to restrict funds for capital purchases as previously or various contingencies, it was decided to place a focus on general contingency.

Motion to internally restrict \$50,000 as a contingency fund. **M/S/C**

c) Modem Server Purchase

Further to last month's discussion on the purchase of a modem server, Steven presented the following 3 options. The Board supported the first alternative.

Modem server presented in October, which cost approximately \$9,000 (US)

plus applicable taxes and delivery charges.

Next generation of modem servers, which cost \$75,000.

The 6,000 series offered by Max (our current manufacturer), which cost between \$400 to \$2000 per unit.

Motion to authorize the expenditure of up to \$20,000 (CDN) for a modem server.

M/S/C

3. Staff Reports

Peter presented a short Coordinators report, and Steven presented a brief technical report.

4. Nominations Committee

a) The slate of Board members was presented with bios for each candidate, and included three potential new members: Richard Smith, Scott Nelson and Paul Armitage

Motion that the Board approve the slate as presented. **M/S/C**

b) The AGM meeting will be held in the Peer Kaye Room at Vancouver Public Library on Thursday November 28, 2003 and will begin promptly at 7:00 p.m. Board members were asked to arrive at 6:30 p.m. and reminded to renew memberships.

5. Personal Information Protection Act

Jim presented two background documents on PIPA and VCN's response to it. The following 3 recommendations were forwarded to the Board.

Appoint a Privacy Officer

Examine requirements for consent forms, and prepare drafts.

Work with staff to develop appropriate policies compliant to the Act.

The Privacy Committee formed in a previous meeting will meet the after the Board meeting.

6. President's farewell

Sharlene announced 2003 is her final Board term, and that she would be interested in volunteering on Committees in her capacity as Past President. Sharlene thanked the Board for their dedication, and the Board responded in kind.

7. Adjourn.

Motion that the meeting be adjourned. **M/S/C**