

VCN Board Meeting
Thursday, September 23, 2010
411 Dunsmuir Street, Vancouver, B.C.

Directors in attendance: Jim Sayre, Anthony Swain, Richard Smith, Craig McLachlan, Brendan Houle, Michael Felczak.

Staff in attendance: Izabela Krekora, Chris Chanhsamone. Tom Hansen.

Meeting started at 6:10 PM.

Izabela presented the staff report:

- CAPYI:
 - We have received our Contribution Agreements from Industry Canada for both CAPYI & CAP.
 - We are currently in the midst of hiring 40 new Interns for CAPYI.
 - We have also hired a second CAPYI Regional Coordinator.
- CAP:
 - Individual Contracts from CAP sites are coming in.
 - We held an information session for all the new CAP sites.
- Industry Canada recently toured CAP sites to gather feedback and statistics from end users.
 - This is occurring throughout CAP sites in Canada.
 - Typically done on an annual basis.
- City of Vancouver Grant:
 - We have received our application form for the City of Vancouver grant and we are in the middle of filling it out.

Chris presented the technical report:

- Inbox warning script has been modified to reduce the number of report emails to the help desk.
 - Automatic unblocking has been tested and will be deployed later.
- A volunteer, Andrea, is leaving this week. He finished installing and testing the chat server.
 - The server will be used internally.
 - Instant messaging and chat rooms work.
 - Some newer clients also support voice and video.
 - He also finished the upgrade procedure for the request tracking server.
- Our volunteers, Sergey and Iliya finished creating the Windows installation server.
 - They have tested the procedure on a few computers.
- Free Geek has completed part of our grant request for computers.
 - We will be replacing all of our older Pentium 4s in the offices and public lab.
 - The new install server will be used to setup the computers.

Tom presented the financial report:

- Donations have gone down in the last 4 months (likely due to recession).
- Interest revenue has decreased due to recent low interest rates.
- Gaming project revenue is no longer part of our revenue.
- CAP management revenue has decreased recently.
- In sum: year-end deficit is primarily on the revenue side.
- However, also increase in insurance recently (approx. \$4000 more now).

- Deficit for this year (approx. \$26,000) will deplete our cash reserve.
- Projected deficit for next year will be greater if CAP is not renewed for next year.

The board briefly discussed potential avenues and strategies for dealing with the recent deficit:

- Can approach either the revenue or expense side of the equation.
- Ideally, would be able to find a way to increase revenue and maintain our current services to the community (and the associated costs and expenses).
- This will be a topic of focus for the annual retreat.

The board approved the proposed budget for poster design and printing for community outreach at the Heart of the City Festival.

The board approved the proposed budget for a corner desk, 5 single tables, and the associated costs of transport and moving the desks to the Woodward's VCN workspace.

MOTION to approve minutes from June 17, 2010 board meeting – m/s/c.

MOTION to approve minutes from July 22, 2010 board meeting – m/s/c.

Next board meeting planner for Thursday, Oct. 21st, 2010.

Annual board retreat planned for Saturday, Nov. 13th, 2010.

Meeting adjourned at 8:15 PM.