

VCN Board Meeting – January 16, 2014

-- 6:00 pm 5th floor W2 Building

**Board Attending**: Jim Sayre, Chantal Iorio, Travis Keyworth, Brian Lutes

**Staff present**: Tracey Axelsson, Chris Chanhsamone

**Quorum established– Meeting called to order at 6pm**

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

Insert item 4a “Website Presentation”. No other changes

1. **Review of Minutes for December 10, 2013**

Changes to minutes:

Add that Craig chaired the meeting and Tracey took minutes.

Under Item 4, change the word “reviewer” to “accountants”

Under Item 4 and 7, change the word “review” to “compilation”

MOTION to approve the minutes with these changes: Travis moved, Brian seconded, all in favor, m/s/c

1. **Financial Reports**

* Travis presented the Income Statement and Balance Sheet for the organization from September 1, 2013 to January 14, 2014
* Last cheque paid to Steven was not cashed and is now stale dated, Tracey will contact Steven to follow up
* The external accountants have been in contact regarding the 2013 financial statements with queries and questions and some information will be forth going to them.
* Need to set an AGM date with a 2 week notice to members. See item 7.

1. **Staff Introductions and Reports**

Tracey presented the Executive Director Report.

**Tech|team**

Chris presented the staff report.

* Update on new intern with Linux experience
* Sent Jim Green information and a quote as to time/hardware required for updates, would cost ~$4,000. Have not heard back from Jim Green as of yet.
* Update on server issues and the pilot project with staff
* Peer 1 issue has been resolved

**Web|team**

Nothing to report

**4a. Website Presentation**

* Chris & Tracey presented some ideas for the website
* Brian indicated his interest in opportunities to set up a calendar and a blog available on the website to facilitate discussion

1. **Update on the Vancity Social Enterprise Evaluation**

* Vancity has approved an $8,000 grant for the Social Enterprise project as discussed during Item 4.
* Vancity sent a list of 4 people, Tracey is meeting with 3 of them next week to move forward.

1. **Membership Dues for AGM Participation**

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.

MOTION:

Whereas VCN requires members to pay membership dues of a minimum of $15.00 per fiscal year in order for that member to be in good standing. Anyone whose dues have not been paid by the date of the annual general meeting is no longer a member in good standing and is not entitled to participate in membership meetings;

Whereas VCN requests new members fill out a membership form at the time of payment of the membership dues which implies they will follow the bylaws and constitution of VCN;

Whereas VCN maintains issuing tax receipts for donations of $25.00 or more;

Whereas VCN makes society membership coincide with the September to August fiscal year of VCN;

And whereas volunteers as recognized by the staff will be exempt from the payment of the above membership dues.

Moved by Travis, seconded by Chantal, all in favor, m/s/c.

1. **AGM Date and Planning**

AGM tentatively set for March 5, 2014.

Notice should be sent no later than 2 weeks in advance, or February 19th.

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

No discussions raised.

1. **Date for next meeting**

February 11th – next meeting date.

1. **In camera session**

**Meeting Adjourned after the in camera session at 8:40 pm**