



BOARD OF DIRECTORS
Minutes: May 14, 2015

Date & Time: 6:00 – 8:30 pm, 2015

Location: VCN Office, 4th floor, Woodward's Heritage building

Present: Board: Tony Swain, Patrick Clark, Brendan Houle & Travis Keyworth,
Craig McLachlan

Regrets: Jim Sayre,

Staff: Tracey, Axelsson, Chris ChanhSamone

Meeting commenced at 6:03pm

1. Changes to the agenda

- nil

2. Approval of April 9 minutes

Moved: Travis

Seconded: Brendan

Carried Unanimously

***request that we please review the AGM draft minutes forwarded**

3. Technical, Administrative, and Program Reports

Tracey shared Executive Director Report

Key work includes:

- sought further funding for the SMS and tech\team and did outreach work
- completed final claim to YI – awaiting \$58,500
- further developed the database of funding opportunities
- attended the New BC Societies Act workshop on transition
- Ministry and Federal charities filings completed and up-to-date
- Board Policy Manual to be completed before next BOD meeting

Street Messaging System

- Nhan is completing the feasibility study for Telus. And has been completing the Vancity grant application this week. .

Chris shared Technical Services Report

- Wifi project – City selected Telus for the proposal – now we may have a chance to move on the Woodward's expansion.
- All the servers are now moved to 111 West Hastings. Rent Deposit cheque from 411 received.
- Robert is back mid-to-late May. Sarabjeet is filling in as required

- New members find it harder to sign up for VCN's services because we require them to either visit the office with photo identification or mail a cheque with their name. Discussion on potential to remove the in person sign up process.

Be it resolved that we remove the personal identification process from the sign up information

Moved: Patrick

Seconded: Craig

Carried

- Estimated that of 16,000 member email addresses registered only a small fraction of these are opening the messages we send. Require a policy to reduce the number of inactive emails and repurpose the addresses to people interested in our system. Potential flags are:
 - - if there is inactivity for a number of years
 - Develop and auto-script to get rid of the really old stuff
 - Codicil concern: VCN flagged as spam

ACTION. Chris to script a policy for eliminating unused accounts

- tight for resources

- 2 months to call to touch base

- the better we know our users the better able we are to communicate

- Web|team – we offered a \$20/month plan to a prospective client – he was interested but we taught him how to do it himself!
- Newsletter – first of a monthly 2-page newsletter delivered to the membership in May

4. Finances

Travis discussed the financial reports

5. New & other business

- Desire to have a Membership Social – will arrange with Tony for a night hosted at Billy Bishop.
- Concerns raised as to who we can show the reports to -
- Reboot Vancouver
 - help them use e computer
 - offer tech support
- Insurance – do we still need the level of coverage we have

Adjourned: 7:40 pm

Date for next meeting

- **June 25, 2015**