**VCN Board Meeting**

**Thursday, June 27, 2013**

**Woodwards Building, Hastings Mill Room**

**Board in attendance:** Brian Lutes, Brendan Houle, Jim Sayre, Travis Keyworth, Craig Mclachlan, Victoria Folake-Thomas

**Staff in attendance:** Robyn Chan, Shayna Halliwell, Chris Chanhasamone

**Guests:** Maggie Geiser, Carolyn Lair

Call to order by Jim 6.10pm

**Motion:** to approve April minutes – moved by Craig, seconded by Travis, all in favour, carried.

**Motion**: to approve May minutes – moved by Brendan, seconded by Craig, all in favour, carried.

Program Updates by Shayna and Robyn

* Shayna and Robyn have been attending partnership-building meetings with Carolyn;
* Have been working on grant possibilities, including the New Horizons for Seniors grant;
* Maggie has been training on the new accounting software, Robyn is now proficient in accounts payable and receivable;
* Request for Expression of Interest for more space in Woodwards was submitted on Tuesday, June 25th. Response is expected in the fall;
* Shayna and Maggie met with Vancity to discuss moving surplus funds, so that VCN can apply for BC Gaming in the future;
* Industry Canada approved the same amount of interns as last year, and extended total hours or payable time to Shayna and Robyn. Should receive agreement in July.

Technical Updates by Chris

* Lookout Society has increased their internet connection, and the Tech Team will be testing a new router in the space, to improve wireless;
* A test was done of a Maraki unit to provide wireless to Hastings St. The test was unsuccessful, but Chris and others are looking into alternatives;
* VCN received 10 additional laptops for seniors’ training;
* The VoIP system in the office is being upgraded. Once it is in place, the remaining analog phone lines will be moved over to VoIP. 411 is also interested in VoIP, there may be an opportunity for the Tech Team to set it up for them;
* Rob from the Tech Team took a two week leave from the Tech Team due to health reasons. Philip was hired to replace him, and will remain on call for the Tech Team. Rob and Philip will work on the Lookout project together.

While updating the Board manual, Robyn found a list of Board policies from 1993-1997. Chris has made four recommendations for the board to move on, based on current VCN policy:

**Original wording, September 16, 1997**: That VCN should provide private discussion groups based on $50 per year, with the charge to be reviewed.

**Recommended change**: That VCN should provide private discussion groups based on an optional $50 per year, with the charge to be reviewed.

* The Board requested a staff report on how many lists VCN currently hosts, as well as how many are dormant, for the purposes of seeing if we can better address these members.

**Motion**: to approve wording change as recommended by Chris – moved by Brian, seconded by Brendan, all in favour, carried.

**Original wording, September 17, 1996 and March 29, 1994:** That the VCN implement an access policy that:

1. Allows non-members to connect to VCN up to twice a day, for up to 30 minutes each time.
2. Allows members to connect to VCN as many times a day as they wish with total connect time to be a maximum of 120 minutes a day.

**Recommended change**: That the VCN implement an access policy that:

1. Non-members cannot connect to VCN, but they can create a free member account.
2. Allows members to connect to VCN as many times a day as they wish with a total connect time to be a maximum of 360 minutes per session.

**Motion:** to approve wording change as recommended by Chris – moved by Brendan, seconded by Travis, all in favour, carried.

**Original wording, June 7, 1994**: That members be restricted to 500kb for messages and files and that Board members be allowed twice that.

**Recommended change**: That members and Board members be restricted to 8MB for messages and files.

**Motion**: to approve wording change as recommended by Chris – moved by Travis, seconded Craig, all in favour, carried.

**Original wording, March 1, 1994:** To delete user accounts after 9 months of inactivity on a biannual basis.

**Recommended change:** To delete user accounts after 12 months of inactivity, on an annual basis.

**Motion:** to approve wording change as recommended by Chris, *with the addition of “after having made several attempts to contact the parties”* – moved by Craig, seconded by Travis, all in favour, carried.

Chris hopes for the decision by the board made at last meeting regarding dial up lines.

Financials

* Travis will put something together regarding the boards financials and put together a budget for the coming year.

Date of next meeting

* Tuesday, July 23rd tentatively set

Other business

* Victoria announced to the board that Steven was informed his position would no longer be available as we wanted to move resources into a new role of Executive Director. Jim shared his thoughts of the incredible contribution Stephen had undertaken from his initial role as a founding member on the board and 13 years as under employment for VCN.
* Carolyn and Maggie went over their org status report.

IN CAMERA ISSUES – Jim, Brian, Travis, Brendan, Victoria, Craig (quorum reached), with Maggie and Carolyn

Adjournment

* 9:30pm