

**BOARD OF DIRECTORS  
Minutes: April 9, 2015**

Date & Time: 6:00 – 8:30 pm, 2015 April 9

Location: VCN Office, 2nd floor, Woodward's Heritage building

**Present:** **Board:** Tony Swain, Patrick Clark, Brendan Houle & Travis Keyworth  
**Regrets:** Jim Sayre (extended absence tendered), Craig McLachlan,  
**Staff:** Tracey, Axelsson, Chris Chanhsamone

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Meeting commenced at 6:14pm

**1. Changes to the agenda**

- nil

**2. Approval of Nov 13, 2014 minutes & Feb 12 Minutes**

**November 13, 2014**

Moved: Brendan

Seconded: Patrick

**Carried Unanimously**

February 12, 2015

*Amend – change date to '2015' & remove line in Treasurer's report reflecting loss*

*Completed*

Moved: Brendan

Seconded: Patrick

**Carried Unanimously**

**3. Technical, Administrative, and Program Reports**

**Tracey shared Executive Director Report**

Key work includes:

- Continue to seek opportunities for board recruitment – ACTION – please resend emails

Discussion – What do we do? It's hard to entice board members when there is no real way to engage. ACTION – consider a VCN Night Meetup. Billy Bishop (face-to-face opportunity)

Remind prospective Board members:

- not here for the day-to-day stuff
- that VCN is all about providing a service – one that helps those endanger of being left behind
- Ministry and Federal charities filings completed and up-to-date
- Reported the end of the YI Program
  - ·48 youth (including coordinators) were hired at 29 different host sites
  - ·VCN's intern magazine "Login" was produced and made available at meeting.
  - ·About 1 in 4 interns continued on as paid employees with their IHO's
  - 1 in 4 of interns assisted their IHO's with website/mobile development

- a number were engaged and (re)design from scratch, including Heritage B.C., Mozilla Foundation, Downtown Eastside Women's Centre, Vancouver Co-op Radio,
- 9 interns' roles involved leading classes, tutorials, and providing technical support
- An IHO reported that their intern was instrumental in the organization of the Downtown Eastside Digital Access Forum on Navigating Technological Needs,
- 100% of the program funds have been spent.
- Nhan will continue to work until funding for the next cycle and second internship have been approved, and before deciding how long she can stay on as PYIC. NOTE – the program is changing significantly in this regard. We may be required to work with 4-6 short-term coordinators instead of 2. We are in discussion around how to manage the transition with Industry Canada.

#### Street Messaging System

- The filming is complete for the SMS outreach and donation video.

#### New Horizon's for Seniors

- The final report is in and website available at the Seniorsstories website

#### Chris shared Technical Services Report

- Tech|team and helpdesk moved to 111 West Hastings – a lot of re-organization required
- on March 18th, the dial-up authentication server had a hardware failure
- March 19th to March 20th, the VPL had a scheduled power outage. After the power outage, VPL's network went down and it was fixed in the afternoon.
- Robert is back mid-April but will require another trip to complete his
- new intern (UBC) Peter Fox to start at helpdesk

#### 4. Finances

Travis discussed the financial reports

- Need to get serious about the SE Structure – although this is not holding back VCN.
- NB (GOOD to have by July for end of year wrap-up)
- Questions raised about the confidentiality of the Financial Review – Travis to discuss

#### 5. Social enterprise: next steps

Tracey awaits board feedback on incorporation preference of the board  
A connection with Social Ventures Partners has been made.

#### 6. AGM and other

No major issues raised – glad to have Patrick Clark join us!

**Adjourned: 7:12 pm**

**Date for next meeting**

- **May 14, 2015**