



5th Floor, Woodward's Heritage Building

Attendees – Board

Craig McLachlan, Travis Keyworth, Tony Swain, Brendan Houle, Patrick Clark

Also:

Nick Hamill, Judi Piggot Chris Stanley unable to attend

Staff:

Tracey Axelsson, Chris Chanhnamone

Commenced: 6:11 pm

Introductions of VCN the staff and Board were made for Judi's benefit; Judi joined us at the Social Enterprise. She's interested in engaging but wants to be useful. Easily prepared to work in a group but not such a strong preference to come in the evenings. Parking is an expense as well.

ACTION:

Tracey to ask if there is a free place to park downstairs.

Completed – no answer by time the minutes were produced

1. Changes to the agenda

- nil

**2. Approval of previous minutes from
September 3, 2015**

- o Moved - Tony
- o Seconded – Patrick
 - Carried

POINT OF ORDER

- Guest are very welcome to participate in discussion but do not actively have a vote.

3. Board Business

Jim Sayre – bio should be moved to another section of the website – perhaps with Peter Royce's memorium.

Board Bio update requested: for the website and for the benefit of present/future board members.

ACTION –

Tracey to forward the Board list with bio for members to update and return

Completed

Board reporting continued from Email List

It was suggested that a weekly update of the projects and progress of VCN activities. Understood that this would be a bit of a burden to staff. Staff reassured that every major event or 'blip' is sent via the list to keep board members as up to date as needs be.

Consideration needs to be given to the thought - what would need to change in the world if VCN isn't needed anymore. VCN is relevant to so many:

- Serve the community; seniors, youth at risk, emerging entrepreneurs,
- Digital inclusion and social justice foundation to our work
- Career forming and work experience in Canada opportunities not otherwise



available to people.

We need a plan to acknowledge Jim's contribution to VCN, internet security and the community he served.

ACTION –

Tracey to consider options within our means.

Completed: Jims' Square – the community Access Point at Woodward's to be dedicated to Jim Sayre and Jim Green

Also – VCN needs to seek out more opportunities to be social:

See MeetUp WWBI -We Want Better Internet. Building WWBI, Talk: Free, What Does That Mean? – happens one Thursday a month at VPL. Looking to host them here.

4. Operations, Staff, Administrative, and Program Reports

Key work includes:

- Sent admail collateral for the tech|team & web|team
- Hiring for YI program drawing to a close – less Interns this year – higher pay
- Meeting with Vancity, Bob Williams and Thomas Bevan re” 312 Main – Innovation Hub
- •Meeting with City re: renovations (stair removal) and new office space competition
- Attended Start Up week and IMPACT: Good Growth in tech
- iTech Conference attended by Chris and volunteers
- Application sent for the re-application for City of Vancouver Organization Grant
 - Submitting 1st YI Claim – April-September 2015 – Oct 20.

Premises

- Woodward's Building; the City is currently engaged in removing the stairs from the ground to 2nd floor. Only existing community service tenants (5of us) will be permitted to enter the RFP, with VCN and Embers as the only vying for the space. We have initiated discussions with Marcia Novak to see if there is a chance for us to potentially work together with the newly formed
- **312 Main Street:** the lead proponents that the redeveloped 'cop shop' at 312 Main are very interested in including VCN in their purpose built location. The intent is to create a somewhat shared experience in growth for a technology centre that is inclusive and adding to economic advantages in the DTES area. VCN has been firm in our opinion that we'd only want a visible location in the ground floor space and been clear on the need to recognize the clients we would be serving. They would like a \$2,000 deposit that is fully refundable to indicate our sincere interest in the space.
- **Street Messaging System** - We received Telus funding (\$10,000) for expansion of the SMS. More activity on the system now. Attempting to hire a YI Intern with enough coding skill in Ruby on Rails to do the coding under the direction of the original coder.
 - Competed most of the “Lunch and Learn” sessions for Homeless Action Week.
- **YI**
 - 26 out of 27 youth interns have been placed working
 - VCN has contracted with 23 IHO's to offer internships
 - First workshop delivered, facilitated by Dionne Pelan of the UBC Learning Exchange, to "Train the Trainer"
 - First claim, due on October 31st, will be submitted by the week's end
 - In communication with IC Program Officer to uphold reporting and new

changes to the YI Program. This cycle VCN is required to submit required documentation ahead of time (ex: IHO contracts, forms) rather than at the end of the program.

5. Technical

Help Desk / Office - Kokoro allowed VCN to install a wireless access point that can be broadcasted to the Woodward's atrium. The wireless network at Woodward's was updated and a new landing page was created.

Services – VPL had a scheduled power outage from Thursday, October 15th at night to Friday, October 16th in the morning.

VanLUG would like VCN to host their mailing lists. The mailing list software, Mailman, which VanLUG uses, does not support multiple domains or organizations.

tech|team – Robert off – remains temporarily filled with Azhar Rehman and Emily Cai

\$25 Laptop Lease – offering \$25 laptops to the membership

web|team – past web|team client having their site hacked. New web|team meeting the challenge

6. Financial reports and business arising

Treasurer's report – the closing of the year is taking place. Awaiting the final figures for the YI program to August 31 to be input into the system. Some final adjustments to be made.

The numbers are looking more positive than anticipated – conservatively estimated at \$45K loss. A bit better than last year!

ACTION – Tracey to produce a budget – with worst-case scenario included as well as best case.

Partially Completed – *need to strip the budget of a few things or worst case. To be completed asap.*

Financial Reports to August 31, 2015 and year thus far but were submitted for review but are not accurate Pending YI adjustments

Online Business Plus – the interview questions have been forwarded to Vancity. The dual signature function of the cheque signing routine has been maintained with an authorization set prior to the release of funds to the directed account. Tracey to send email with scans of any back up required to approve the expense.

Social Enterprise

Both Tracey and Travis asked Garry Wozny about the 3C corporation. This is the recommended course for the corporate structure. It is a little more reporting but allows us to attract investors to projects like the Street Messaging System.

ACTION – Tracey to request the name approval of three names to the Ministry
Completed – **VCN LABS CCC is approved.**



Date for next meeting

Potential for November 24 -
Adjourn – 7:55 pm
