

Kitsilano War Memorial Community Association



Annual General Meeting 2017

TABLE OF CONTENTS

BOARD OF DIRECTORS	3
KITSILANO COMPLEX STAFF	4
2016 A.G.M MINUTES	6
AUDITOR'S REPORT AND FINANCIAL STATEMENTS	9
PRESIDENT'S REPORT	11
COMMITTEE REPORT	13
1. Program Committee	13
2. Senior's Committee	17
3. Building Committee	18
4. Garden Committee	19
5. Marketing Committee	20
COMMUNITY ENGAGEMENT REPORT	21
RINK REPORT	23
FITNESS CENTRE REPORT	24
SUPERVISOR OF RECREATION SERVICES REPORT	25

BOARD OF DIRECTORS

Executive	President	Jerry Fast
	Secretary	Alfred Lam
	Treasurer	Arlene Brown
	Vice President	Heidi Henderson
	Vice President	
	Vice President	
Honourary Life Member		Peg Hillman
Members at Large		Liz Cochran
		Gen Findlay
		Sue Ann Sargent
		Nona Thompson
		Rosalba Tuttle
		Annette Whitehead
		Brenda Watson

KITSILANO COMPLEX STAFF

Community Recreation Supervisor	Bob Hindley/Tony Syskakis		
Recreation Programmer II	Grant Matsuda		
	Heather Rooke		
Recreation Program Assistants	Mark Cartwright	Heidi Licsko	Paula Parman
	Janice Kwan	Cynthia Lee	Noah Thrush
Fitness Programmer	Larry Turko/Jody Gunderson		
Rink Programmer	Maegan Montemayor		
Recreation Facility Clerk	Sam Wilson		
Cashier Receptionist (RPT)	Janice Kwan		
Program Assistant II (RFT)	Filled with Auxilliary Staff		
Fitness Centre Worker (RPT)	Mark Cartwright		
Cashier Clerk Typist (RFT)	Filled with Auxilliary Staff		
Youth Leaders	Janice Kwan	Andy Park	
Association Bookkeeper	Tanya Donaldson		
Community Engagement Coordinator	Jennifer Taylor		
	Katie Bolt	Oliver Hack	Thien Nguyen
	Keisha Callender	Kelley Hindley	Andy Park
	Joanne Carman	Riley Keevil	Jennifer Taylor
Cashier Receptionists & Program Assistant II's	Ben Cheung	Nicolle Kit	Noah Thrush
	Michael Chow	Janice Kwan	Aneesh Vashisht
	Kim Cook	Jessie Mann	Tiffani Wong
	Erin Green	Ian McLellan	Fresnona Woo
	Tonya Allen	Michael Chiu	Anna Parish
Fitness Centre Staff	Eugene Bayot	Karen Overall	Patrick Wong
	Michelle Brezinski	Matthew Leung	Jordan Yum

Rink Staff	Edward Balase	Marilyn Everett	Kim Neal
	Amber Bell	Adora Kwong	Jayde Randle
	Natasha Chau	Erik Lee	Kailin Tang
	Thomas De Mello	Jodie Leong	Courtney Tam
	Daniel De Le Giroday	Frank Mah	Vasi Spiropoulos
	Kristy Delorme	Amber Olak	Lori Whitham
	Angela Karellas	Shireen Charania	Jessica Fosbrook
	Coordinator	Jessie Mann	
	Leaders	Erin Green	Alfred Lee
		Diane Lao	Andy Park
Maintenance Technician	Peter Evans		
Maintenance Lead Hands	Chris Evans	Achilles Porras	Peter Veljickovic
	Willem Muller	Peter Thiel	
Building Service Workers	Dante Andres	Rey Gamatan	
	Nicetas Caringal	Ranjit Purewal	

2016 A.G.M MINUTES

**Kitsilano Community Centre
Ice Rink and Fitness Centre**
2690 Larch Street, Vancouver, BC V6K 4K9

Telephone: 604.257.6976

Jointly Operated by Vancouver Board of Parks and Recreation and
Kitsilano War Memorial Community Centre Association
2016 AGM

Minutes of Meeting Held in Snowy's Lounge, at Kitsilano Community Centre on
Thursday, April 20, 2017

The meeting was called to order at 1900 hrs. with Jerry Fast the Chair. A quorum was present.

Regrets: Rho Tuttle, Brandi Parsons, Stephen Cooke, Nona Thompson

1. CALL TO ORDER

Jerry Fast called the meeting to order.

2. APPROVAL OF 2016 AGM MINUTES OF MEETING

Arlene Brown made motion to accept the Minutes of Meeting for 2016.

Moved by Arlene Brown

Seconded by Liz Cochran

Motion Carried

3. AUDITOR'S REPORT AND FINANCIAL STATEMENTS

Jerry Fast called upon Arlene Brown, the Treasurer, to introduce the auditor to present the 2016 Financial Statements.

Arlene Brown introduced Kelly Chan from the accounting firm of Tompkins, Wozny, Miller & Company

Kelly Chan gave a detailed review of the finances for 2016.

Jerry Fast asked for a motion to accept the financial report.

Moved by Arlene Brown

Seconded by Robert Haines

Motion Carried

4. APPOINTMENT OF THE AUDITOR FOR 2017-2018

Jerry Fast asked for a motion to retain Tompkins, Wozny, Miller & Company as auditors for 2017.

Moved by Arlene Brown

Seconded by Sue Ann Sargent

Motion carried

5. PRESIDENT'S REPORT for 2016 A written report was submitted

Jerry Fast gave the President's report

6. COMMITTEE REPORTS for 2016

- **Programme Committee** A written report was submitted
- **Fundraising Committee** A written report was submitted
- **Building Committee** A written report was submitted
- **Gardening Committee** A written report was submitted
- **Marketing Committee** A written report was submitted
- **Community Engagement** A written report was submitted

7. **RINK REPORT** A written report was submitted

8. **FITNESS CENTRE** A written report was submitted

9. **COMMUNITY RECREATION COORDINATOR'S REPORT** A written report was submitted.

Bob Hindley gave the Recreation Coordinator's report.

10. **ELECTION OF OFFICERS**

Arlene Brown presented the slate of nominees for officers for the 2017 – 2018 Kitsilano War Memorial Community Centre Association.

As there were no nominations from the floor, the nominees were declared elected by acclamation.

11. **OATH OF OFFICE**

Bob Hindley called upon Erin Shum, the Park Board liaison, to conduct the oath of office for the members of the Kitsilano Community Centre Association for 2017 - 2018.

The members of the Kitsilano War Memorial Community Centre Association for 2017 – 2018 are as follows:

Nominees for a two year term:

Liz Cochran
 Rochelle de la Giroday
 Jerry Fast
 Heidi Henderson
 Alfred Lam
 Brandi Parsons
 Don Shaw
 Annette Whitehead

Current Members with one year remaining:

Arlene Brown
 Stephen Cooke
 Robert Haines
 Ben Land
 Sue Ann Sargent
 Nona Thompson
 Brenda Watson

Honourary Life Member – Peg Hillman

12. **PHOTO OF KITSILANO WAR MEMORIAL COMMUNITY CENTRE ASSOCIATION 2017-2018**

The photo of the Kitsilano War Memorial Community Centre Association was taken by Jennifer Taylor.

13. **OTHER BUSINESS**

There was no other business

ADJOURNMENT

The meeting adjourned at 1931 hrs.

Motion to Adjourn by Sue Ann Sargent

Minutes of Meeting taken by Alfred G. Lam, Association Secretary

AUDITOR'S REPORT AND FINANCIAL STATEMENTS

FINANCIAL STATEMENTS

**KITSILANO WAR MEMORIAL
COMMUNITY CENTRE ASSOCIATION**

December 31, 2017



INDEPENDENT AUDITOR'S REPORT

To the Members of
Kitsilano War Memorial Community Centre Association

Report on the Financial Statements

We have audited the accompanying financial statements of Kitsilano War Memorial Community Centre Association which comprise the statement of financial position as at December 31, 2017, and the statements of changes in fund balances, operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Association's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Kitsilano War Memorial Community Centre Association as at December 31, 2017, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Report on Other Legal and Regulatory Requirements

As required by the British Columbia Societies Act, we report that the accounting principles used in these financial statements have been applied on a basis consistent with that of the preceding year.

Tompkins Wozny LLP

Vancouver, Canada
March 22, 2018

Chartered Professional Accountants



Tompkins Wozny
Chartered Professional Accountants

STATEMENT OF FINANCIAL POSITION

As at December 31

	2017		2016	
	Operating Fund \$	Capital Asset Fund \$	Totals \$	Totals \$
ASSETS				
Current				
Cash - operating	198,597	—	198,597	227,939
- gaming	613	—	613	613
Accounts receivable [note 4]	36,828	—	36,828	50,442
Prepaid expenses	8,412	—	8,412	6,692
Total current assets	244,450	—	244,450	285,686
Long-term investments [note 3]	557,190	500,000	1,057,190	950,000
Capital assets [note 5]	—	3,577	3,577	241,220
Total assets	801,640	503,577	1,305,217	1,476,906
LIABILITIES AND FUND BALANCES				
Current liabilities				
Accounts payable and accruals [note 6]	87,980	—	87,980	116,107
Deferred contributions and grants	7,045	—	7,045	7,045
Unearned revenue	99,529	—	99,529	95,124
Total current liabilities	194,554	—	194,554	218,276
Deferred contributions related to capital assets [note 7]	—	—	—	65,227
Total liabilities	194,554	—	194,554	283,503
Fund balances				
Unrestricted	607,086	—	607,086	517,410
Invested in capital assets	—	3,577	3,577	175,993
Internally restricted [note 8]	—	500,000	500,000	500,000
Total fund balances	607,086	503,577	1,110,663	1,193,403
Total liabilities and fund balances	801,640	503,577	1,305,217	1,476,906

Commitment [note 11]

See accompanying notes to the financial statements

On behalf of the Board:



Director


Director



STATEMENT OF CHANGES IN FUND BALANCES

Year ended December 31

	Operating Fund \$	Capital Asset Fund		Total \$
		Invested in Capital Assets \$	Internally Restricted \$	
2017				
Balance, beginning of year	517,410	175,993	500,000	1,193,403
Revenue over (under) expenses for the year	91,958	(174,698)	—	(82,740)
Investment in capital assets	(2,282)	2,282	—	—
Balance, end of year	607,086	3,577	500,000	1,110,663
2016				
Balance, beginning of year	471,005	204,212	500,000	1,175,217
Revenue over (under) expenses for the year	49,060	(30,163)	—	18,897
Investment in capital assets	(1,944)	1,944	—	—
Balance, end of year	517,410	175,993	500,000	1,193,403

See accompanying notes to the financial statements

STATEMENT OF OPERATIONS

Year ended December 31

	2017		2016
	Operating Fund	Capital Asset Fund	Totals
	\$	\$	\$
REVENUE			
Program operations <i>[schedule]</i>	970,724	—	970,724
Rentals	40,213	—	40,213
Interest	18,895	—	18,895
Vending, promotions and other	5,220	—	5,220
Donations	4,828	—	4,828
Vancouver Foundation grant	—	—	—
Amortization of deferred contributions <i>[note 7]</i>	—	—	—
	1,039,880	—	1,039,880
EXPENSES			
Program operations <i>[schedule]</i>	658,373	—	658,373
Group One wages	113,470	—	113,470
Community engagement	63,731	—	63,731
Amortization of capital assets	—	34,576	34,576
Advertising	29,656	—	29,656
Minor equipment	18,609	—	18,609
Credit card merchant fees and bank charges	18,381	—	18,381
Shower program	11,798	—	11,798
Promotion and other	9,357	—	9,357
Accounting	7,800	—	7,800
Audit	6,870	—	6,870
Rentals	4,490	—	4,490
Insurance	3,003	—	3,003
Garden Project	1,079	—	1,079
Education	830	—	830
Supplies and postage	475	—	475
	947,922	34,576	982,498
Revenues over expenses before other item	91,958	(34,576)	57,382
Other item: disposal of assets <i>[note 5]</i>	—	140,122	140,122
Revenue over (under) expenses for the year	91,958	(174,698)	(82,740)

See accompanying notes to the financial statements



STATEMENT OF CASH FLOWS

Year ended December 31

	2017 \$	2016 \$
OPERATING ACTIVITIES		
Revenue over (under) expenses for the year	(82,740)	18,186
Items not affecting cash:		
Amortization of capital assets	34,576	36,092
Amortization of deferred contributions related to capital assets	—	(5,218)
Write-down of capital asset	140,122	—
Changes in non-cash working capital:		
Accounts receivable	13,614	(16,604)
Prepaid expenses	(1,720)	(2,545)
Accounts payable and accruals	(28,127)	(5,634)
Unearned revenue	4,405	9,292
Cash provided by operating activities	80,130	32,858
INVESTING ACTIVITIES		
Net purchase of investments	(107,190)	(25,000)
Acquisition of capital assets	(2,282)	(1,944)
Cash used in investing activities	(109,472)	(26,944)
Increase (decrease) in cash during the year	(29,342)	5,914
Cash, beginning of year	228,552	222,638
Cash, end of year	199,210	228,552
Cash consist of:		
Cash - operating	198,597	227,939
- gaming	613	613
	199,210	228,552

See accompanying notes to the financial statements

SCHEDULE OF PROGRAM OPERATIONS

Year ended December 31

	2017	2016
	\$	\$
Program revenue		
Adult	218,845	221,391
Children	145,381	117,152
Aerobics	51,725	49,159
Preschool	222,310	227,643
Senior	19,686	18,879
Special events	13,695	17,463
Special needs	77,873	76,645
Summer	87,165	83,242
Tiggy Winkle Preschool	130,791	124,738
Youth	3,253	1,042
	970,724	937,354
Direct program expenses		
Adult	135,240	141,452
Children	93,241	79,632
Aerobics	40,036	33,402
Kitchen	173	433
Preschool	156,195	159,919
Senior	21,845	19,461
Special events	25,916	24,638
Special needs	49,904	56,107
Summer	53,612	54,137
Tiggy Winkle Preschool	80,165	73,813
Youth	2,046	343
	658,373	643,337
Net contribution from programs	312,351	294,017

See accompanying notes to the financial statements

NOTES TO FINANCIAL STATEMENTS

December 31, 2017

1. PURPOSE OF THE ASSOCIATION

The Kitsilano War Memorial Community Centre Association (the "Association") is a not-for-profit organization incorporated under the Society Act of British Columbia. The Association, operating in conjunction with the Vancouver Park Board, provides activities to area residents on a user fee basis.

Use of the Kitsilano War Memorial Community Centre premises as well as the providing of certain operating expenses, such as various staff costs, are provided to the Association pursuant to the Joint Operating Agreement (JOA) with the Park Board. A new JOA was signed on January 1, 2018. The value of the use of the facilities as well as these additional operating expenses has not been reflected in the financial statements.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

Use of Estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the amounts of revenues and expenses reported during the year. Significant areas requiring the use of management estimates relate to the determination of net recoverable value of assets, in particular as it relates to useful lives of capital assets and the determination of the deferred portion of revenues. Actual results could differ from these estimates.

Revenue Recognition

The Association follows the deferral method in accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when they are received or receivable if the amount receivable can be reasonably estimated and its collection is reasonably assured.

Revenue from all other sources other than direct access gaming is recognized when the respective program or service is provided.

Direct Access Gaming

Proceeds received from direct access gaming funding are recorded as revenue or deferred contributions related to capital assets, if applicable, in the year the related expenditures are incurred.

NOTES TO FINANCIAL STATEMENTS

December 31, 2017

2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Fund Accounting

Revenues and expenses related to activities and other programs are reported in the Operating Fund.

The Capital Asset Fund reports the assets, liabilities, revenues and expenses related to the Association's capital assets.

Use of Kitsilano War Memorial Community Centre and the Providing of Operating Expenses

Use of Kitsilano War Memorial Community Centre premises as well as the providing of certain operating expenses, such as various staffing costs, are provided to the Association pursuant to a joint operating agreement with the Vancouver Board of Parks and Recreation. The value of the use of the facilities as well as these additional operating expenses has not been reflected in the financial statements.

Measurement of Financial Instruments

The Association initially measures its financial assets and financial liabilities at fair value. The Association subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, long-term investments (term deposits) and accounts receivable. Financial liabilities measured at amortized cost includes accounts payable and accruals.

Financial assets measured at amortized cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

Cash

Cash is defined as cash on hand, cash on deposit, and net of cheques issued and outstanding at the year-end.

The Association's statement of cash flows is prepared on a net cash basis and cash flows from operating activities are reported using the indirect method.

NOTES TO FINANCIAL STATEMENTS

December 31, 2017

2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Capital Assets

Purchased capital assets are recorded in the Capital Assets Fund at cost. Contributed capital assets are recorded in the Capital Asset Fund at fair value at the date of contribution.

Amortization is provided on a straight-line basis at the following rates:

- Furniture, equipment and computers 5 years

Amortization expense is recorded in the Capital Asset Fund.

Contributed Services

Volunteers contribute their time to assist the Association in carrying out its service delivery activities. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

3. INVESTMENTS

The Association's investments are term deposits which bear interest rates ranging from 1.10% to 2.20% and have maturity dates ranging from June 01, 2018 to March 10, 2019.

4. ACCOUNTS RECEIVABLE

	2017 \$	2016 \$
Vancouver Board of Parks and Recreation - online registrations	23,947	17,350
Interest	7,521	9,521
Operations	5,360	23,571
	36,828	50,442
Allowance for doubtful accounts	—	—
	36,828	50,442

NOTES TO FINANCIAL STATEMENTS

December 31, 2017

5. CAPITAL ASSETS

	Cost \$	Accumulated Amortization \$	Net Book Value \$
2017			
Furniture, equipment and computers	412,732	409,155	3,577
Association premises	—	—	—
	<u>412,732</u>	<u>409,155</u>	<u>3,577</u>
2016			
Furniture, equipment and computers	410,450	408,014	2,436
Association premises	642,931	404,147	238,784
	<u>1,053,381</u>	<u>812,161</u>	<u>241,220</u>

In the current year, a review of the assets previously capitalized under Association premises was determined to no longer meet the definition of an asset given the terms of the JOA and have therefore been deemed disposed and their value written off in the net amount of \$140,122.

6. ACCOUNTS PAYABLE AND ACCRUALS

	2017 \$	2016 \$
Government remittances - GST	490	2,196
- Payroll taxes	6,196	3,973
- WorkSafeBC	1,092	1,515
Wages payable	4,942	3,437
Vancouver Board of Parks and Recreation	38,114	60,678
Operations	37,146	44,308
	<u>87,980</u>	<u>116,107</u>

7. DEFERRED CONTRIBUTIONS RELATED TO CAPITAL ASSETS

Deferred contributions related to capital assets reported in the Capital Asset Fund represent the unamortized portion of restricted contributions with which capital assets were acquired. The balance in the account is as follows:

	2017 \$	2016 \$
Balance, beginning of year	65,227	71,156
Less: Amounts amortized to revenue	—	(5,929)
Less: Write down of related capital assets	(65,227)	—
Balance, end of year	<u>—</u>	<u>65,227</u>

NOTES TO FINANCIAL STATEMENTS

December 31, 2017

8. INTERNALLY RESTRICTED FUND BALANCES

	2017 \$	2016 \$
Capital equipment and improvements	330,000	330,000
Community engagement	120,000	120,000
Operating contingency	50,000	50,000
	500,000	500,000

9. FINANCIAL INSTRUMENTS - RISK INFORMATION

The Association is exposed to various risks through its financial instruments. The following analysis presents the Association's exposures to significant risk as at December 31, 2017.

Liquidity Risk

Liquidity risk is the risk of being unable to meet cash requirements or fund obligations as they become due. It stems from the possibility of a delay in realizing the fair value of financial instruments.

The Association manages its liquidity risk by constantly monitoring forecasted and actual cash flows and financial liability maturities, and by holding assets that can be readily converted into cash.

Interest Rate Risk

The Association has variable interest rate term deposit investments which are subject to periodic review. Changes in the bank's prime lending rate or other rates can cause fluctuations in interest payments and cash flows.

In the opinion of management, the Association is not exposed to other significant risk on its financial instruments.

10. DISCLOSURE OF RENUMERATION

Pursuant to the new British Columbia Societies Act, the Association is required to disclose contractor fees and wages paid to contractors and employees who were paid in excess of \$75,000. In this fiscal year, Group 1 wages included \$166,107 of expenses paid to a contractor.

11. COMMITMENT

The Association has committed to cost share in the construction of a new water park. Total commitments by the Association currently include \$150,000 for construction costs and \$20,000 for consulting fees.

PRESIDENT'S REPORT

It has been another exciting, event filled year at Kitsilano Community Centre. I have had the pleasure and honour to serve as President of the Kitsilano Community Centre Association (KCCA) for the past year, my second year as President.

Strategic Plan 2015-2020

I reported briefly last year on our progress to date with the Strategic Plan we completed two years ago in April 2015. Just to remind our readers, the Board of Directors of the Association felt it was time to reexamine our goals and direction, particularly with respect to our connections to the broader community of Kitsilano. Consultants Jessica Pautsch and Kevan Tisshaw were hired to co-facilitate the planning and consultation process for the KCCA Strategic Plan. The process was designed to capture the needs, interests and ideas of key stakeholders – staff, directors, schools, neighbourhood organizations, churches, sports groups, business community – to inform the development of a 5 year plan for the period 2015-2020.

Six key areas were identified for priority action over this time frame: to bolster organizational health; to renovate the lobby space to establish a more dynamic active social hub; to build leadership and practices in sustainability; to generate more connections and engagement between Kitsilano residents; to cultivate stronger partnerships with Kits organizations; and to integrate more effectively with Kitsilano-based schools. Efforts are underway in all six areas to achieve these goals. Our redeveloped website at kitscc.com supports our work in all these areas.

Progress in these areas, particularly the last three, continues to develop with the renewed appointment for another year of Jennifer Taylor in September 2016 as the KCCA Community Engagement Coordinator. As an employee of the KCCA, Jennifer has worked closely with the Association Board of Directors and the KCC Park Board staff to develop connections and engagement across a broad spectrum of organizations providing services to Kitsilano residents of all ages. As a result, our Board is much more aware of how well existing services are meeting the needs of our residents, how we can collaborate with other service and program providers to enhance the provision of needed services and identify where the gaps in services and programs exist. This important work has helped us generate many ideas for new programs to serve the Kits community and we wish to acknowledge and thank Jennifer for her excellent work on behalf of the Association.

The priority identified in the Strategic Plan, to bolster organizational health, is one which does need our focused attention in 2018. We have several Board members who have served as Directors for many years while others serve for much shorter periods of time and move on. A healthy organization requires new thinking and energy in order to grow in a sustainable fashion, with Directors who have a passionate interest in the development of our operations. We will be looking for community members to join us who are committed to expanding our reach and services in Kitsilano.

I reported last year that we submitted proposals to the Park Board for the renovation of the KCC lobby and Snowy's Lounge, as well as the replacement of the water park. It has been a frustrating process because it takes a very long time for the Park Board staff to process and approve upgrades to facilities. I am pleased to report that work on both the rebuild of the water park and the upgrade to Snowy's Lounge is finally underway. We hope to have the new water park in operation in the Summer of 2019. Please refer to the Building Committee Report for further information on the status of these two projects.

Joint Operating Agreement (JOA)

In my annual report last year I noted that the Community Centre Associations were one year into the process of negotiating a new Joint Operating Agreement with the Park Board. A committee of the Board – myself, Vice-President Don Shaw and Past President Robert Haines – represented the KCCA at meetings with Park Board senior staff, Park Board Commissioners, and the other Community Centre Associations, to craft a new Joint Operating Agreement, which is the contract setting out the rights and responsibilities of each party for the operation of the community centres. Many residents do not know that community centres are jointly operated by the Park Board and the Community Centre Associations. The KCCA is responsible for all programming at our Centre, except in the fitness centre and ice rink. The KCCA is managed by its volunteer Board of Directors and is responsible for a budget in excess of \$1,000,000 per year. The JOA meetings continued for many more months through 2016 and 2017 until we finally reached agreement on a new JOA and signed on November 2, 2017. The Agreement takes effect January 1, 2018 and is in force for 10 years.

KCCA Committees

The extensive work of the Board of Directors is conducted mainly through the work of the Board Committees, of which there are many: Finance, Program and Events, Seniors, Kitchen, Garden, Fitness, Marketing, and Building. These Committees report on their activities elsewhere in this Annual Report, but I would like to take this opportunity to thank the Committee participants for their dedication and hard work over the past year. Without this group of volunteers it would not be possible to provide the variety of programs and events that we organize and support at the KCC.

Park Board Staff

We work as a team, the Park Board staff and the Association volunteers, in close collaboration to accomplish our goals and run our programs and events. I would like to recognize and thank the many Park Board staff who work with us throughout the year to keep the Kitsilano Community Centre a vibrant center of activities, especially our Recreation Supervisor Bob Hindley who retired at the end of July, Tony Syskakis who very ably took over from Bob, Programmers Heather Rooke and Grant Matsuda, events planners Jeremy Quan and Paula Parman, youth coordinators Janice Kwan, Andy Park and Paula Parman, Recreation Facility Clerk Sam Wilson, Fitness Programmers Larry Turko and Jody Gunderson, Fitness RPT and PAIII Mark Cartwright for his work with the seniors and kitchen, and the reception and other support staff. I would also like to thank Nicole Bird and Luke Vasak for their amazing support for the Shower Program, and Noah Thrush for his work in support of the Kitchen and Garden Committees.

New Board Members

The Board of Directors consists of a maximum of 22 members: 15 Members-at-Large, and 7 Executive Members consisting of the President, three Vice-Presidents, the Secretary, the Treasurer, and the Past President. Directors serve for a two year term which is renewable. Our goal is always to have a full complement of Directors consisting of Kitsilano residents who represent the broad diversity of our community. We need to know that we are serving the needs of all residents. We encourage our patrons to think about the many opportunities we offer for meaningful participation and leadership at KCC, and to consider joining our Board. This is one important element in our strategic goal to bolster organizational health. My final thank you goes out to all who have served on the Board as Directors this year, and to the Association Bookkeeper Tanya Donaldson and Community Engagement Coordinator Jennifer Taylor. It has been a pleasure working with you to refine and implement our goals and to run our many events and programs. A job well done!

Respectfully submitted,
Jerry Fast
President

COMMITTEE REPORT

Program Committee

Tiggy Winkle Preschool (licensed)

2017 saw the first full year of extended hours for the licensed Preschool. Programs were increased by 30 minutes each day. Parents and children responded favorably to this change with both the morning program for the 3 year olds and 4 year olds fully registered at 20 spots. The afternoon times for both ages were still well attended, but not at maximum registration. Tiggy Winkle Preschool continues to be popular largely due to the credit of the experienced, caring and committed ECE teachers. A big thank you to; Angela Karellas, Shireen Chandra and Jessica Fosbrook who have continued to work hard to provide a stimulating, creative, nurturing, safe and friendly environment. Each well planned week included an array of learning and educational activities including art, story, dance, and occasionally special guests such as a magician. Tiggy Winkle Preschool is an integral part of the Kitsilano Community Centre and the community, creating an important, foundational start to a child's educational journey.

Preschool Programs

There are many families with young children who chose to enjoy a variety of wonderful and engaging programs at Kits CC. Anyone looking into the Gymnasium on a Parent & Tot day will see just how many families make the community centre part of their family recreation experience. Programs are well attended. Many parents chose to register for Parent & Tot programs with their preschooler. Music and Dance continued to be very popular, followed by Physical Activity programs such as Gymnastics, Sportball and Soccer.

Children's Programs

Afterschool programming for school aged children saw a boom both in numbers and financially. Music Lessons continued to be popular and Fall introduced a successful Parent & Child Guitar program. Seasonal times continued to remain the most intense participation periods. Spring Break was well attended with various camps, as were the summer camps. The Summer Day Camp program saw a name change to Kits Kids Day Camps (6-12 years). They were very successful, offering 50 children per week, eight weeks of fun and exciting indoor and outdoor experiences. During the rest of the year, active programs such as Dance, Taekwondo, and Gymnastics continued to be strong program areas. We partnered with the Meraloma Club to offer Rookie Rugby. Creative Cooks as well as a Mixed Media art program rounded out the recreation opportunities for this age group.

Youth Programs

For the second year, Andy Park assisted with the Leadership and Resiliency Program (LRP) at the Kitsilano Secondary School. Although they held their weekly meetings during lunchtimes at the high school, many became comfortable with the center, and frequented the youth lounge. As LRP requires youth to volunteer for the community every month, they've assisted with several of

Kits Community Center's special events (Family Day, Breakfast with Santa, Easter EGGstravaganza), to which they were well received.

Two after school programs were created in the fall, Let's Get Quizzical on Wednesdays and Board Games Galore on Thursdays. The program offered youth a space to hang out and play different board games, making use of the youth lounge. With a drop-in fee of \$2 per child, snacks were provided every session. The programs were aimed at both elementary and high school populations and despite having a slow start in gathering attendees, the programs now see a healthy number of participants each week. Several adjustments were made, however, as the two different themes were merged into a general after school program and welcomed both elementary and high school youth on the same days. The program hopes to continue drawing in youth and involve them in other youth programs and volunteering opportunities in the future.

TLC – Youth with Special Needs

The TLC program continues to thrive under Jessie Mann. Jessie has built a strong foundation for TLC by developing new and current staff. She has provided clear direction, leadership and philosophy which have translated to better experiences for our staff and more importantly, our clients.

Being a champion for youth with disabilities and illustrating what TLC is doing and what it can become, Jessie has strengthened our relationship with the Ministry of Children and Family Development. Future goals for TLC are to explore lowering the age from 13 to 12 year olds as well as accepting youth with autism on the lower spectrum. We look forward to TLC becoming a desired location for more families and leading innovative practices in the Lower Mainland.

Kitchen

This year has been a productive year for the kitchen. Getting the kitchen set up and focused for safe and defined usage. We now have a Staff Operations Binder that lays out troubleshooting, emergency procedures, equipment manuals and cleaning expectations with reference guides. An Operations Binder for the users has also been developed by Mark Cartwright. It provides information on the equipment lay out handling procedures and expectations for facility usage. An email has been also been developed for people to contact the kitchen manager for rental information and usage of the facility. After all this was created we had a small sample of kitchen users use the facility and fill out a survey to make sure we were on track. There are also future plans in the works where we are reaching out to local community charity groups' in an attempt to collaborate a partnership with the kitchen space.

Adult Programs

Kitsilano reviewed the wage structure for all Association employees and found that an increase and re-structure was overdue. It was decided that Aerobic instructors (employees) would be paid \$19/hr or \$22/hr according to their years of service.

Also reviewed was the 50% Leisure Access Pass (LAP) and Senior's discount applied to registration and drop in fees. It was decided that instructors will be compensated for the LAP missing revenue but not for the Senior's discount. Also decided was the age of a Senior would increase from 60 to 65 and the percentage discount be reduced from 30% to 25%.

An audio/visual proposal was brought forward to upgrade selected activity rooms with permanent sound systems and/or LCD projectors with screens. Mark Cartwright facilitated vendors who visited on site and subsequently provided quotes. The next steps are to select a vendor and arrange for installation.

Older Adult Programs

Collaborating with the Bridge Group, twelve new bridge tables were purchased by the Association in January. Members were delighted when they arrived as the old tables were quite dilapidated.

In June 2017, a number of Older Adult Program Committee (OAPC) members resigned leaving a large gap in the volunteer pool. Due to this change, slight modifications were made to the format of the Multicultural Luncheons as well as the Older Adult Meeting and Lunch. That being said, the programs continue with new volunteers who provide the necessary support to maintain the services.

As a result of the resignations, the OAPC was dissolved and re-purposed as a planning group for Multicultural programs and Monthly Meeting & Lunches. An Adult Daytime Program Committee was formed on a temporary basis to focus on exploring and creating more opportunities for daytime programs.

The senior's group provided an appreciation lunch for community volunteers and a children's fish pond at Picnic in the Park event during the summer.

Special Events

Special events throughout the year continue to be popular especially for family events such as Easter Eggstravaganza and Breakfast with Santa.

2017 was a year of change as two of our Special Event and Volunteer Coordinators moved on to positions with larger responsibilities:

- Jeremy Quan moved to Douglas Park/Hillcrest in May as the acting Recreation Programmer II.
- Cynthia Lee was hired as the full time More Sports Coordinator in August.
- In October, Paula Parman was hired and continues to build upon the festivities that Jeremy and Cynthia established. She has also developed an intake process for adult and youth volunteers, which will bolster our volunteer roster.

The following events took place at Kitsilano in 2017.

1. Family Day (February) – Mon, Feb 13 from 10:30 AM – 1:30 PM
 - a. Free event that was grant funded by BCRPA (\$1000) with about 250-300 people in attendance.
 - b. Free program demos were offered throughout the centre for families to enjoy;
 - c. Other fun activities such as Bingo, Arts & Crafts, Parent and Tot, Face painting and free popcorn were also offered.
2. Easter Eggstravaganza (April)
3. Family Toy and Clothing Sale (May & Nov)
 - a. Vendor tables were sold out for both events and many customers attended.
4. Customer Appreciation BBQ (June)
 - a. This event ran for two hours in the evening and had registration for our customers. This event is to say thank you to the customers that use the facility and live in the neighbourhood.
5. Staff and Association presence at Kits Fest and KhatsFest
6. Halloween (October) – Sat, Oct 28
 - a. This event brought out 93 participants - lower registration than normal due to Paula being hired just two weeks prior to the event;
 - b. Fun activities were offered: arts and crafts, mini pumpkin patch, haunted house, bouncy castle, Halloween Balloon Arch photo booth, face painting, games, and free popcorn; two performance demos by Dancepl3y and BrightStars

7. Breakfast with Santa (December) – Dec 9, 2017
 - a. This event had two seatings that were both sold out early in the registration time. An override was approved by the Special Events committee to increase numbers in both seatings. Waitlists for both breakfasts were accepted.
 - b. White Spot on West Broadway was very generous in providing cooked sausages, bacon, scrambled eggs and fresh fruit. Alf coordinated the pick-up of the food to ensure it was hot and fresh. Lily, the kitchen manager, thankfully delivered more sausages and bacon as we were beginning to run out.
 - c. CIBC was also gracious to offer to pay for our photo booth this year. Branch Manager Courtney Mulligan, the newest Banking Centre Leader, was able to provide us with a photo booth, 2 adult staff and some volunteers to man it. CIBC covered the cost of running this photo booth, which was approximately \$400.00.
8. Picnic in the Park (August) is the largest special event of the year celebrating our community business partnerships, providing the community with a carnival atmosphere, promoting programs in the centre and encouraging new patrons. It was a sunny day with lots of foot traffic thanks to the Farmer's Market and Gem & Mineral Show adjacent to the event site (Connaught Park).

Respectfully submitted,
Heather Rooke
Grant Matsuda
Recreation Programmers

COMMITTEE REPORT

Senior's Committee

The Older Adults/Seniors 'Committee had a very active year. We continued to have monthly meetings with a complimentary lunch. Invited speakers gave us informative talks on the Westside Seniors Hub, the VanSplash proposal, and the United Way Family and Care Givers guide. We successfully lobbied to continue to have an Older Adult's Section in our Recreation Guide.

2017 gave our Multicultural program the opportunity to honor 10 more countries and regions from our community and to meet many local immigrants from them. In order from January to December, we learned so much about the countries of Poland, the Lunar New Year countries of Korea and Malaysia, Portugal, Texas, our local First Nations, Atlantic Canada, the Caribbean and New Zealand. A presentation about the country, the food, cooking, craft, and a luncheon of each country was presented by our seniors along with help from the Polish Society, the Cherry Blossom Festival Society, Costa Rica Consulate, and from involved individuals in Vancouver. We so appreciate the stipend from Our Association that is a great help in honoring our multicultural community.

Many new and old members from the respective countries have assisted in the lectures, craft dance and the cooking classes. More than 50 volunteers help to make these popular events function smoothly. We honoured our Volunteers in September with a special luncheon.

Again, we took part in Eggstravaganza, Picnic in the Park, Movie Night and Breakfast with Santa. We held our annual Salmon Barbeque and Year End Celebration of Light.

During our monthly lunch and meeting, we honored Miriam Chambers, Ida Vechtor, Catherine Chow, Vicky Mitropoulis, and Daisy Nordling for their 90th through 95th birthdays with a special personal slide show, stories and poems. Their families were involved with these memorable events. A Celebration of Lily Kunz's life was held in April.

Long time free programs Mah Jong, the Book Club, and Scrabble are continuing. Some of the well-attended programs were Zumba Gold, Chair Yoga, Cognitive Fitness, Program and Minds in Motion.

We are very grateful for the commitment of Kitsilano Community Centre Staff members, particularly to Mark Cartwright.

Respectfully submitted,
Nona Thompson

COMMITTEE REPORT

Building Committee

There were a few facility repairs that occurred during the past year.

Some minor facility upgrades were carried out.

The Building Committee carried out the following during the past year:

1. New blinds were installed throughout the complex
2. Painting – Exterior handrails and exterior doors
3. New cabinet with door for the front office of Fitness Attendants' supplies
4. Contemplating new room and directional signs throughout the campus
5. Meeting with Park Board staff regarding sound abatement in Snowy's Lounge and Lobby
6. Discussion regarding Audio-Visual in certain areas such as Board Room, Lobby Room and Multi-Purpose Room
7. Discussion with Park Board staff regarding the upgrade to the Spray Park which the Association agreed to fund up to the amount of \$150,000
8. Installation of a flat screen TV in the Lobby
9. Repairs to the Youth Lounge pool table
10. Installation of a new stove in the Hobby Room

Respectfully submitted,
Alfred G Lam
Building Committee Chair

COMMITTEE REPORT

Garden Committee

The garden

- Most of the trees and shrubs have become well-established since they were planted in 2014. The bees enjoyed the lavender on the rocky slopes and the gardeners and community members enjoyed watching the bees. The blueberries, red and black currants, figs, cloudberry, huckleberries produced fruit at various times.
- The shaded area near the street, planted as a food forest of plants with nutritional and medicinal value in 2016, is developing. Since people often sit to visit with each other on the benches, we have added a few more flowers for them to enjoy.

- The garden yielded vegetables such as garlic, tomatoes, carrots, beets, basil, herbs, zucchini, bush beans, and peas. Mice stole the squash flowers. Shame!
- We added more edible flowers than in previous years to add visual interest, attract pollinators, and act as companion plants.
- Our major project was to dig out the root-bound bed nearest the street, line it with landscape fabric, and refill it with fresh soil. People and pollinators are appreciating the rejuvenated flower garden.

The gardeners

The 2017 gardeners wanted to create a larger nucleus so that the onus didn't fall to too few people. Even though three of the founding members moved on for various reasons in the spring, we had eight committed gardeners by the end of the season. Besides gardening and greeting visitors, we:

- Developed an on-line tending calendar and file of minutes and other documents to share information amongst the group members
- Held three public events – Shakespeare in the Garden in April, a Community Work Bee in association with Picnic in the Park in August, and an Open House/Open Garden event in September.
- Tweaked our meetings to encourage a greater sense of community
- Revisited our mission statement... to create beautiful green space to educate and inspire community through collaborative learning, growing, and sharing. We decided to place a greater focus on gardening education than on hosting public events in 2018, as we believe this will align with our strengths and mission well.

Thank you to:

The gardeners want to thank many who have made our work possible and rewarding.

- Founders of the garden who created a beautiful design and got the ball rolling
- Vancouver Park Board and the Kits CC Association for their ongoing support for the gardening program
- Hunter's Garden Centre for their advice and 10% discount
- Our staff liaison, Noah, for his wisdom, knowledge, and hard work
- Community members who stopped to chat and thank us for our efforts

Respectfully Submitted,
Wilda Bostwick

COMMITTEE REPORT

Marketing Committee

For the 2017-2018 Board year, the Marketing Committee (*a working group of the Program Committee*) enjoyed contributions from Jerry Fast, Gen Findlay, Heidi Henderson, Ben Land, Don Shaw, Heather Rooke (Programmer), Jennifer Taylor (Community Engagement Coordinator), and Samantha Wilson (RFC).

Some notable projects of the past year have included:

- Fine tuning of redesigned kitscc.com
- Design, purchase and use of 3 large Kitsilano Community Centre Pennant flags
- Research and purchase of a large prize wheel to support marketing at events
- Design and purchase of kitscc sunglasses (given away at summer events)
- Update and re-order of KITS hats
- Continuous upgrade of rec guide (addition of drop in calendar to support adult fitness classes)
- Design, implementation and maintenance of lobby TV slides to promote programming
- Purchase and use of 3 suggestion boxes
- Purchase and use of bathroom stall poster-holders to promote programming & events in most stalls
- Presence at community events including: Community Barbecue, Kits House Summer & Autumn fair, Greek Day, Khatsahlano, KitsFest

Some marketing-specific projects that are planned for this coming year include:

- Removal of the trifold wood structure in the lobby – to be (hopefully) replaced by a nice built-in bulletin board area that includes display space for printed guide.
- Update of bulletin boards outside of Tiggy to allow better promotion of events, programs, and the current rec guide
- Continued work and update on website & social media maintenance
- Update and re-order of KITS hats
- Purchase of bathroom stall poster-holders to include all stalls (dance studio hall & downstairs)
- Presence at community events including: Community Barbecue, Kits House Summer & Autumn fair, Greek Day, Khatsahlano, Kitsilano SS Centennial, KitsFest.

The Marketing Committee meets on an as-needed basis, in relation to projects, often on the first Wednesday of the month. If you would like to be involved, please contact Jerry or Jennifer directly!

Respectfully submitted,
Jennifer Taylor
Community Engagement Coordinator

COMMUNITY ENGAGEMENT REPORT

Looking through the lens of Community Engagement, the 2017-2018 Board Year has been the most challenging (*and interesting*) yet.



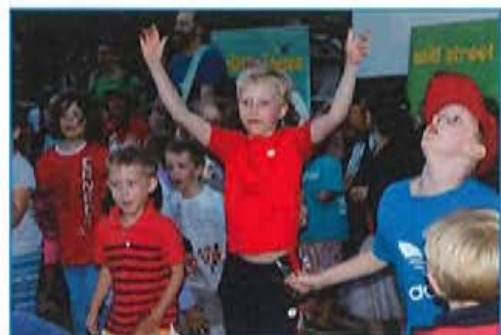
We continued to grow and expand our partnership with Kitsilano Neighbourhood House, West Coast Child Care Resource Centre, and West Side Family Place through the 2017 pilot program: **Kits in the Park**: an 8 week program incorporating crafts, games, facilitated and free play in our own Connaught Park for families with young children. This was a great success, and will be returning this summer.

We welcomed new partnerships, including **Meals on Wheels**, seeing Maddie's Lounge become a daily hub, integral to the delivery of food throughout Kits.

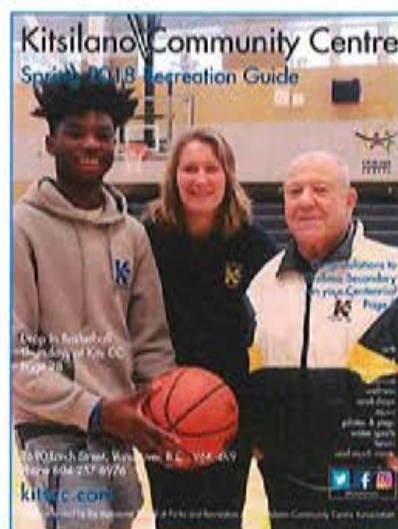
We are seeing ongoing-development of our **Marketing** materials; from the functional (*communication around paper-free bathrooms*) to the operational (*daily maintenance of lobby slides, social media channels, drop in calendar, and website*) to the 'flagship' piece – our rec guide, which currently features both our partnership with neighbours: **Kitsilano Secondary School** and more original content and photos of actual community members than ever before!

In 2017, our participation at **Greek Day** and **Kits Fest** evolved into the joint creation of a multi-partnered community fun zone at each event, strengthening our partnerships with organizations including the above-mentioned Kits in the Park network, West Broadway BIA, Canada One Foundation, and UBC Recreation.

Last summer's **Movie in the Park** collaboration with Kits on Broadway BIA (*SING!*) experimented with an extended pre-show, featuring 2 local artists –



singer/songwriter Michael Averill, and Kitsilano's own international children's performer, Will Stroet (CBC Kids). This proved to be such a success; our Special Events Committee, Special Events PA **Paula Parman**, and I are working with several partner organizations to continue the growth of the event for 2018. **Movie in the Park 2018** will combine favorite elements of Kits CC's history of Picnic in the Park with a dynamic, musical, family-friendly celebration for all ages – August 26th! See you there!



I often use the analogy of a cake when describing the life of the Kitsilano Community Centre Association. If our dynamic presence at Special Events is the proverbial *"icing on the cake"*, then our year-round programming is the cake itself. **Community Engagement** work centres around the programming portfolio created and maintained through the hard work of our Programmers, **Heather & Grant**, and the PA's supporting them – particularly **Paula & Mark**. In addition to exciting growth (including new adult programming in kitchen and language) this past year has seen thought-provoking, sometimes difficult questions and situations presented to our Board, specifically our **Program Committee** and **Board Executive**, calling for thoughtful examination and challenging application of our society's vision, mission and values.

At the Centre, the Kits CCA is called upon to provide the philosophical backbone, guidance and direction that act as an operational lighthouse for staff – it is integral that as an Association we remain – and consistently move to be more - aware of what is happening in the evolving community around us.

As of the 2016 census, Kitsilano is:

- Mostly ages 20-39 (40%)
 - 40-64 (32.8%)
 - 65+ (13.8%)
 - Under 19 (13.3%)
- Overwhelmingly single (44% live in 1 person households)
- Predominantly living in apartments (74%)

While it may be unrealistic to suppose the statistics and usage of the Community Centre will exactly mirror the demographics of the neighbourhood itself, this newly-released data presents an interesting opportunity to look critically at any disparities between the area profile and our program and facility use, observing where growth potential, and ultimately sustainability in both the Board and the Centre itself, may lie.

So much is possible.

Thank you for another great year,

jenn

Respectfully submitted,
Jennifer Taylor
Community Engagement Coordinator



RINK REPORT

2017 was a year of renewal for Kitsilano Ice Rink.

We hired many new skating staff to help fill our shifts. These hiring's resulted in us only needing to supplement with programmer assistance at the very beginning of the season. This was a vast improvement over last year. We plan to continue running multiple hirings per season to maintain our staffing levels.

Our AED joined the BC Public Access to Defibrillation (PAD) Program and now EMS dispatch can advise bystanders where to find the closest lifesaving AED.

After 18 years we had to say goodbye to our sharpening machine. We welcomed a brand new machine in early 2018.

Spring 2017 we were able to help out with the St John's school renovations by renting out the dry arena floor to the school for their early dismissal day camp. The school held 3 weeks of full day camps.

This past August, the Vancouver Gem and Mineral Show returned to Kitsilano Arena. With its success, the Vancouver Gem and Mineral Show has established itself as an annual event at Kitsilano Arena

2017 also saw the start of the heat recovery project throughout the whole community centre. Much of the initial work was able to be done with minimal impact on our user groups. Later work plans had us ending the 2017/2018 season a week early impacting user groups, shortening the lesson sets and public sessions by a week.

We were fortunate this year to be included in the lead up to the figure skating national championships and hosted a National Skating Day event. This event brought together user groups and the public for a free skating session and demo. As part of this city wide event we were fortunate to receive a donation of multiple pairs of skates to add to our rental inventory.

While there were many ups and downs this year, we continued to offer our regular programs and services with great success! We look forward to the maintenance project being completed and for the installation of new LED energy saving lights in the arena. As always, the rink team is dedicated to ensuring the successful completion of future projects along with our regular programming in 2018!

Respectfully submitted,

Maegan Montemayor

West Regional Arena Programmer; Kitsilano & Kerrisdale Arenas

FITNESS CENTRE REPORT

Last year proved to be another very busy year in the Fitness Centre, as one of the most well attended Park Board fitness centres in the city. We continued to update more cardio equipment, specifically replacing a problem stepper with a new brand of stepper. In addition, we replaced and added many small wares such as: a hex bar, body balls and various bands and foam rollers. We also replaced sections of the floor that were deficient and replaced all of the various damaged pieces of upholstery on the strength equipment.

The hot tub was closed in July in connection with the upgrades of the heat exchange program and a review is still underway. The entire wood supports for the benches in the sauna were replaced and the sauna underwent a thorough clean.

Our promotions this year were very popular in comparison to past years and well used. We offered the \$30 dollars for 30 days in January; \$50 gift cards that came with complimentary gift certificates and also the \$50 savings on annual pass purchases.

Our complimentary orientations in the fitness centre were at an all-time high and reviews from our members continued to be positive. We added two new personal trainers to our team to accommodate the extra requests for personal training and seven new fitness centre workers were hired to work to further support our fully staffed fitness centre.

For the 11th year in a row we hosted a well-attended BBQ celebration for our customers and over 100 community members. Thank you go out to all the of the Kitslano Association members that helped out!

I would like to take this opportunity to thank the Association members for their ongoing support, the fitness centre staff who continue to provide excellent programming support to the members of this vibrant community and the Kits CC staff who help to support the fitness operations.

Respectfully submitted,
Jody Gunderson
Recreation Programmer – Regional Fitness

SUPERVISOR OF RECREATION SERVICES REPORT

Introduction: Kitsilano Community Centre was a vibrant and busy location in 2017. Our staffing compliment has undergone a number of changes including the retirement of Bob Hindley (Supervisor of Recreation Services). Bob was a tireless leader and I wish him health and happiness in his future. We had a change of Fitness Centre Programmers with Larry Turko leaving and Jody Gunderson moving in. We have worked hard to establish new policies in the fitness centre in response to customer and staff feedback with an eye to always working towards a better centre. We have also had changes with our Special Events Program Assistant 3 when Paula arrived in time to take over for Halloween and December events. Our special events have been great successes with Paula putting her heart into everything she does.

Programs and Services: Program participation was steady when compared to the previous years as the stability with staff has allowed us to maintain our patron base and put programs in place for future growth. Both Grant Matsuda (Adults and Seniors) and Heather Rooke (Children and Youth) continue to work to meet the needs of our community (See the programs committee report for further details).

The Kitsilano Community Centre Association and Park Board have been working together towards improvements to the community centre. Included in this are plans to jointly upgrade the spray park. This is a significant investment in an amenity that will give families a safe and fun relief from our summer heat. Work is also underway towards improvements of Snowy's Lounge to improve acoustic, light and heat issues and create a more inviting and useable space. I would also like to recognize our front office team, led by RFC Sam Wilson, for their work serving the needs of our patrons in accessing the many programs and services they participate in. I would like to thank all the front line staff, Cashiers and Program Assistants for doing such a great job in making Kitsilano a fun and welcoming place to recreate.

Fitness and Ice Rink: The Kitsilano CC fitness center is very busy and has one of the highest usage rates in the City. New equipment upgrades have contributed to the increase in patronage as we meet the trend for increased fitness and wellness in the lives of our patrons. Thanks to Jody Gunderson and her staff for providing their knowledge and leadership in helping our patrons work towards achieving their fitness goals. Due to a heat recovery installation project which will recover heat from our ice rink to use in the heating of our community centre, we have had ongoing construction in both buildings along with some heat fluctuations throughout the winter. The project involved the removal of our old boiler systems with various transitions of heating capacity with an end date in mid-2018. This resulted in the closing of the hot tub due to a lack of heating capacity. Although the short term issues have caused some disruptions I hope the long term gains in energy efficiency will be a benefit for all of us to enjoy.

Our ice rink operation continues to provide recreation skating lessons, recreational skating, and ice time for clubs and groups along with rentals. Dry floor activities continue to add events and offer floor time to leagues.

All facilities remain in efficient working order throughout the year, our maintenance staff work hard through consistent demands to maintain a high level of facility function. Due to a very unfortunate incident within BC last year the entire province has been working through a new Ice Rink audit program with both Technical Safety BC and Work Safe BC. Every ice rink in the province is undergoing a new enhanced audit process to ensure safe operations. All Vancouver Ice Rinks are reviewing procedures and meeting with inspectors to ensure all new expectations are met or exceeded. Peter Evans, our head of maintenance is working hard with his entire team to assist in this process which is coming to an end soon. Through the teams hard work we have had no impact on our ice rink operations. This means that all public skating, lessons, hockey, figure skating and rentals have continued as planned.

Future: In late 2017 the KCCA and PB signed a new Joint Operating Agreement (JOA). This has been a momentous achievement and one I am very proud to have been party to. During 2018 we will all be working on the phased implementation of this new agreement. Starting in April 2018 a new permanent Supervisor will be coming to Kitsilano Community Centre. We have spent several months working towards an organizational shift which will have the Kitsilano Community Centre Supervisor no longer split their time between two sites (shared responsibility for False Creek Community Centre) and will be able to focus solely on the future growth of Kitsilano and our community. My time working with the KCCA and the Kitsilano community at large has been a wonderful experience and I see nothing but amazing potential in the future. It has been a true pleasure to work with the KCCA. They are a group of caring, giving and truly pleasant volunteers that embody what can be achieved when we work together for a better future that benefits us all.

Respectfully submitted,
Tony Syskakis,
Community Recreation Supervisor