Kitsilano War Memorial Community Association

ANNUAL REPORT 2019

AGENDA

- Welcome from Jerry Fast, President of the KCCA
- Approval of 2019 AGM Minutes
- Auditor's Report and Financial Statements
- Appointment of Auditor for 2020
- Amendments to the KCC Bylaws
- President's Report
- Adult Programs Report
- Committee Reports
    - Building Committee Report
    - Seniors Committee Report
    - Garden Committee Report
- Association Manager's Report
- Supervisor's Report
- Election of Officers

    Current Directors with one year remaining on their two-year term:
        - Jerry Fast
        - Don Shaw
        - Alfred Lam
        - Liz Cochran
        - Joan Anderson
        - Daniel Conrad

    Association members nominated to become Directors:
        - Arlene Brown
        - Ella Chan
        - Clint McGuire
        - Gabriel Vieira
        - David Brooks
        - Emily Boardman
        - Claire Johnson
        - Holly Kretschemer
        - Ian Jeske
        - Alisia Adams
        - Christy Frisken
- Oath of Office
- Other Business
- Adjournment

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BOARD OF DIRECTORS

Executive

Jerry Fast	President
Don Shaw	Vice-President
Rho Tuttle	Vice-President
Arlene Brown	Treasurer
Alf Lam	Secretary
Robert Haines	Past President

Members at Large

Nona Thompson	Director
Annette Whitehead	Director
Liz Cochran	Director
Sue Ann Sargent	Director (January - April)
Adriana Suarez	Director (January - April)
Shawna Leung	(January - April)
Joan Anderson Director	(April – December)
Daniel Conrad Director	(May – December)

Honorary Life Member

Peg Hillman

KITSILANO COMPLEX STAFF

Community Recreation Supervisor	Silvia Laforges		
Recreation Programmer II	Heather Rooke	Eric Yu	
Recreation Programmer III	Paula Parman	Jacky Mah	Noah Thrush
Fitness Programmer	Casey LeFler		
Rink Programmer	Maegan Montemayor		
Recreation Facility Clerk	Beatriz Becerra		
Cashier Receptionist (RFT)	Katie Bolt		
Cashier Receptionist (RPT)	Jessie Mann		
Cashier Receptionists & Program Assistant II's	Carla Messic	Ben Cheung	Nicole Di Spirito
	Sanjana Bhasin	Janelle Neufeld	Thien Nguyen
	Joshua Drake	Greg Paton	Kristina Lim
	Jenny Ischenko	Vincent Yao	Riley Keevil
	Victor Leung	Tiffani Wong	Melissa Maisani
	Jacky Ly		
Fitness Centre Worker	Mark Cartwright (RPT)	Patricia Wong (RPT)	
Youth Leaders	Paula Parman	Jacky Ly	
Association Bookkeeper	Tanya Donaldson		
Association Administrator	Kelly Rolland		
Fitness Centre Staff	Tonya Allen	Keiko Morakami	Dan Vaida
	Eugene Bayot	Karen Everall	Patrick Wong
	Chris Evans	Curtis Hutson	Anna Parrish
	Peter Holbrook	Yeung Winston	
Rink Staff	Emily Froese	Marilyn Everett	Emily Chan
	Amber Bell	Adora Kwong	Robert Chan
	Natasha Chau	Erik Lee	Christine Tran
	Kat MacDonald	Jodie Leong	Courtney Tam
	Kailey Do	Frank Mah	Chloe Ng
	Kristy Delorme	Hannah Janda	Igor Kos
	Caitlin Ah Sing	Vania Mak	Roxana Tat
Tiggy Winkle Preschool Supervisors	Angela Karellas	Jessica Fosbrook	
TLC Special Needs Youth Program	***Coordinator***	Shawna Bashin	
	Leaders	Chris Loo	Bettina Rillera
		Kim Nguyen	
Maintenance Technician	Peter Evans		
Maintenance Lead Hands	Chris Evans	Achilles Porras	Easton Dustin (RFT)
	Willem Muller (RFT)	Peter Voljikovic	Nicetas "Ness" Caringal (RFT)
Building Service Workers	Ben Cheung	Rey Gamatan	Jae Gyun Choi
	Steven Craig	Ranjit Purewal	Gauvain Gonzales

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
2019 AGM
Kitsilano War Memorial Community Centre Association
Minutes of Meeting Held in Snowy's Lounge, at Kitsilano Community Centre on
Thursday, April 18, 2019

1. CALL TO ORDER

The meeting was called to order at 1908 hrs. with Jerry Fast in the Chair. A quorum was present.

2. APPROVAL of 2018 AGM MEETING MINUTES

Jerry Fast made motion to accept the Minutes of the AGM Meeting for 2018.

Moved by Arlene Brown **Seconded by** Nona Thompson - **Motion Carried**

3. AUDITOR'S REPORT and FINANCIAL STATEMENTS

Jerry Fast called upon Arlene Brown, the Treasurer, to introduce the auditor to present the 2018 Financial Statements.

Arlene Brown introduced Erik Allas from the accounting firm of Tompkins Wozny, LLP
Erik gave a detailed review of the finances for 2018.

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

Moved by Don Shaw **Seconded by** Rho Tuttle - **Motion Carried**

4. APPOINTMENT OF THE AUDITOR for 2019 - 2020

Jerry Fast asked for a motion to retain Tompkins Wozny LLP as auditors for 2019/20.

Moved by Arlene Brown **Seconded by** Don Shaw **- Motion carried**

5. PRESIDENT'S REPORT for 2018

A written report was submitted

6. AMENDMENTS TO THE KCC CONSTITUTION and BYLAWS

Jerry Fast explained the reasons for the amendments to the By-laws which didn't include non profit status as recommended by Canadian Revenue Agency (CRA). These changes are in part required to bring the Association Constitution & Bylaws into compliance with the new BC Societies Act (2016) and defined within the Joint Operating Agreement with Vancouver Parks Board.

The written recommendations were submitted.

One amendment is with regards to non-profit status; The organization will be carried on without purpose of gain for its members, and any profits or other gains to the organization shall be used in promoting its purposes.

Second amendment is with regards to dissolution; After the organization dissolves and pays all its debts and liabilities, it will distribute or dispose of its remaining property to charities registered under the Income Tax Act.

Last amendment was regarding membership and the "opt in" provision stated in the Joint Operating Agreement. The lawyer recommended membership should be reserved to individuals that are interested in Association governance. It was proposed to slightly change the language to read:

"A person must opt-in to become a member of the Association. This can be done at the time of registration for a program, or at any time by a person who would like to be involved in the governance of the Association who is, or is not, registered for a program. Memberships are annual and are in effect from September 1st in any year to August 31st of the following year. All memberships expire on August 31st each year. "

This change is consistent with the requirements under the new Joint Operating Agreement (JOA).

No questions were presented

Jerry Fast asked for a motion to adopt the recommended changes to the Constitution & Bylaws.

Moved by Rho Tuttle **Seconded by** Nona Thompson - **Motion Carried**

7. PRESIDENT'S REPORT AND LETTER TO VANCOUVER SCHOOL BOARD

The written recommendations were submitted detailing the current "handshake agreement" regarding access to schools and programming space within the Centre. Jerry Fast has explained a recommendation presented through the Association President's Group (APG) to formalize and document the current arrangement. The President's Report included the letter presented to Vancouver School Board for further information.

8. COMMITTEE REPORTS for 2018

- **Program Committee** A written report was submitted
- **Seniors Committee** A written report was submitted
- **Building Committee** A written report was submitted
- **Garden Committee** A written report was submitted

9. SUPERVISOR'S REPORT

A written report was submitted inclusive to the Rink and Fitness Centre by Centre Supervisor, Silvia Laforges.

10. COMMUNITY ENGAGEMENT REPORT

Jerry Fast briefly discussed the written report submitted by Jennifer Taylor, the past Community Engagement Coordinator.

11. ELECTION OF OFFICERS

Jerry Fast introduced John Irwin, Parks Board Commissioner Liaison, questions were proposed surrounding VanSplash. Report to be published at a later date (June) as well as an update regarding introduction of artificial turf for fields and parks. A discussion ensued surrounding transit planning and implications towards Community Centres proposing more thorough community engagement. He clarified that the intention of the VanSplash advisory group is to enhance service offering rather than diminishing services ensuring that there will be a robust consultation with Association and surrounding community as a whole.

Arlene Brown presented the slate of nominees for Officers for the 2019 – 2020 Kitsilano War Memorial Community Centre Association.

The nominees were declared elected by acclamation.

12. OATH OF OFFICE

John Irwin, the Park Board Commissioner Liaison, will conduct the Oath of Office for the Officers of the Kitsilano War Memorial Community Centre Association for 2019 - 2020 at the next Board meeting held Thursday, May 16th.

The members of the Kitsilano War Memorial Community Centre Association for 2019 – 2020 are as follows:

Current Directors with one year remaining:

- ***Arlene Brown***
- ***Nona Thompson***

Nominees for a two year term:

- ***Joan Andersen***
- ***Jerry Fast***
- ***Rho Tuttle***
- ***Don Shaw***
- ***Alfred Lam***
- ***Annette Whitehead*** *- not in attendance*
- ***Liz Cochran*** *- not in attendance*

Past President - ***Robert Haines***

Honourary Life Member – ***Peg Hillman***

13. **Other Business**

ADJOURNMENT

The meeting adjourned at 1951hrs.

Motion to Adjourn by Don Shaw.

Moved by Don Shaw **Seconded by** Kris Klaasen - **Motion Carried**

Minutes of Meeting taken by Kelly Rolland, Association Administrative Assistant.

AUDITOR'S REPORT AND FINANCIAL

www.twmca.com

FINANCIAL STATEMENTS

KITSILANO WAR MEMORIAL COMMUNITY CENTRE ASSOCIATION

December 31, 2019

Limited Liability Partnership

Tompkins Wozny
Chartered Professional Accountants

INDEPENDENT AUDITOR'S REPORT

To the Members of
Kitsilano War Memorial Community Centre Association

Opinion

We have audited the financial statements of Kitsilano War Memorial Community Centre Association (the Association), which comprise the statement of financial position as at December 31, 2019, and the statements of operations, changes in fund balances and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2019, 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.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the 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.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

• Obtain an understanding of internal control relevant to the audit 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.

• Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

• Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.

• Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

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
April 27, 2020

Chartered Professional Accountants

Kitsilano War Memorial Community Centre Association
Incorporated Under the Society Act of British Columbia

STATEMENT OF FINANCIAL POSITION

As at December 31

	2019			2018
	Operating Fund $	Capital Asset Fund $	Totals $	Totals $
ASSETS				
Current				
Cash - operating	**216,122**	—	**216,122**	263,585
- gaming	**574**	—	**574**	613
Accounts receivable *[note 4]*	**61,889**	—	**61,889**	45,833
Prepaid expenses	**13,470**	—	**13,470**	12,773
Total current assets	**292,055**	—	**292,055**	322,804
Long-term investments *[note 3]*	**617,862**	**595,609**	**1,213,471**	1,093,440
Capital assets *[note 5]*	—	**8,940**	**8,940**	2,379
Total assets	**909,917**	**604,549**	**1,514,466**	1,418,623
LIABILITIES AND FUND BALANCES				
Current liabilities				
Accounts payable and accruals *[note 6]*	**94,497**	—	**94,497**	99,432
Deferred contributions and grants	**36,184**	—	**36,184**	25,656
Unearned revenue	**136,713**	—	**136,713**	112,140
Total liabilities	**267,394**	—	**267,394**	237,228
Fund balances				
Unrestricted	**292,523**	—	**292,523**	184,016
Invested in capital assets	—	**8,940**	**8,940**	2,379
Internally restricted *[note 7]*	**350,000**	**595,609**	**945,609**	995,000
Total fund balances	**642,523**	**604,549**	**1,247,072**	1,181,395
Total liabilities and fund balances	**909,917**	**604,549**	**1,514,466**	1,418,623

Commitments *[note 10]*

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	Invested in Capital Assets	Internally Restricted	Total
	$	$	$	$
			[note 7]	
2019				
Balance, beginning of year	**184,016**	**2,379**	**995,000**	**1,181,395**
Revenue over (under) expenses for the year	**68,741**	**(3,064)**	**—**	**65,677**
Investment in capital assets	**(9,625)**	**9,625**	**—**	**—**
Interfund transfer	**49,391**	**—**	**(49,391)**	**—**
Balance, end of year	**292,523**	**8,940**	**945,609**	**1,247,072**
2018				
Balance, beginning of year	607,086	3,577	500,000	1,110,663
Revenue over (under) expenses for the year	71,930	(1,198)	—	70,732
Interfund transfer	(495,000)	—	495,000	—
Balance, end of year	184,016	2,379	995,000	1,181,395

See accompanying notes to the financial statements

STATEMENT OF OPERATIONS

Year ended December 31

	2019			2018
	Operating Fund $	Capital Asset Fund $	Totals $	Totals $
REVENUE				
Program operations *[schedule]*	**1,075,201**	—	**1,075,201**	947,651
Rentals	**55,217**	—	**55,217**	36,788
Interest	**28,150**	—	**28,150**	19,747
Donations	**5,158**	—	**5,158**	1,729
Vending, promotions and other	**4,100**	—	**4,100**	3,022
Shower program	**2,790**	—	**2,790**	3,760
Garden Project	**500**	—	**500**	—
	1,171,116	—	**1,171,116**	1,012,697
EXPENSES				
Program operations *[schedule]*	**748,732**	—	**748,732**	633,104
Group One wages	**140,637**	—	**140,637**	149,839
Advertising	**30,785**	—	**30,785**	22,956
Community engagement	**27,185**	—	**27,185**	43,380
Credit card merchant fees and bank charges	**22,446**	—	**22,446**	19,277
Shower program	**13,423**	—	**13,423**	10,440
Equipment	**12,735**	—	**12,735**	16,216
Subscription fee *[note 10(ii)]*	**11,715**	—	**11,715**	10,122
Promotion and other	**11,157**	—	**11,157**	7,965
Rentals	**9,820**	—	**9,820**	4,271
Operation fee *[note 10(ii)]*	**8,975**	—	**8,975**	—
Accounting	**7,838**	—	**7,838**	7,772
Audit	**6,700**	—	**6,700**	6,970
Insurance	**3,257**	—	**3,257**	3,058
Amortization of capital assets	—	**3,064**	**3,064**	1,198
Education	**2,235**	—	**2,235**	—
Garden Project	**1,904**	—	**1,904**	777
Supplies and postage	**995**	—	**995**	945
	1,060,539	**3,064**	**1,063,603**	938,290
Revenue over (under) expenses before other:	**110,577**	**(3,064)**	**107,513**	74,407
Building improvements	**(41,836)**	—	**(41,836)**	(3,675)
Revenue over (under) expenses for the year	**68,741**	**(3,064)**	**65,677**	70,732

See accompanying notes to the financial statements

Tompkins Wozny
Chartered Professional Accountants

STATEMENT OF CASH FLOWS

Year ended December 31

	2019 $	2018 $
OPERATING ACTIVITIES		
Revenue over (under) expenses for the year	**65,677**	70,732
Items not affecting cash:		
Amortization of capital assets	**3,064**	1,198
Changes in non-cash working capital:		
Accounts receivable	**(16,056)**	(9,005)
Prepaid expenses	**(697)**	(4,361)
Accounts payable and accruals	**(4,935)**	11,452
Unearned revenue	**35,101**	31,222
Cash provided by operating activities	**82,154**	101,238
INVESTING ACTIVITIES		
Net purchase of investments	**(120,031)**	(36,250)
Acquisition of capital assets	**(9,625)**	—
Cash used in investing activities	**(129,656)**	(36,250)
Increase (decrease) in cash during the year	**(47,502)**	64,988
Cash, beginning of year	**264,198**	199,210
Cash, end of year	**216,696**	264,198
Cash consist of:		
Cash - operating	**216,122**	263,585
- gaming	**574**	613
	216,696	264,198

See accompanying notes to the financial statements

NOTES TO FINANCIAL STATEMENTS

December 31, 2019

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.

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. 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.

Licensed preschool fee revenue is recognized in the month to which the services relate based on enrollment rates.

General program revenue is recognized over the period the related program operates.

Facility rentals revenue is recognized on the date the space is rented or over the period the space is rented out, if applicable.

Interest income is recognized as revenue in accordance with the terms of the underlying investment, which is generally with the passage of time.

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

2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

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.

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 (JOA) with the Vancouver Board of Parks and Recreation. 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.

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.

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.

NOTES TO FINANCIAL STATEMENTS

December 31, 2019

2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

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 1.80% to 3.20% and have maturity dates ranging from September 10, 2020 to June 27, 2022.

4. ACCOUNTS RECEIVABLE

	2019 $	2018 $
Vancouver Board of Parks and Recreation - online registrations	**41,142**	26,762
Interest	**9,129**	10,393
Operations	**11,618**	8,678
	61,889	45,833
Allowance for doubtful accounts	**—**	—
	61,889	45,833

5. CAPITAL ASSETS

	Cost $	Accumulated Amortization $	Net Book Value $
2019			
Furniture, equipment and computers	**422,357**	**413,417**	**8,940**
2018			
Furniture, equipment and computers	412,732	410,353	2,379

Tompkins Wozny
Chartered Professional Accountants

NOTES TO FINANCIAL STATEMENTS

December 31, 2019

6. ACCOUNTS PAYABLE AND ACCRUALS

		2019	2018
		$	$
Government remittances	- GST	**1,657**	3,561
	- Payroll taxes	**3,670**	2,739
	- WorkSafeBC	**741**	612
Wages payable		**5,106**	2,804
Vancouver Board of Parks and Recreation		**44,694**	42,886
Operations		**38,629**	46,830
		94,497	99,432

7. INTERNALLY RESTRICTED FUND BALANCES

	2019	2018
	$	$
Capital equipment and improvements	**51,276**	75,000
Spray Park project	**300,000**	300,000
Snowy's Lounge project	**97,851**	100,000
AV project	**46,482**	70,000
Project contingency	**100,000**	100,000
Capital equipment and other improvements	**595,609**	645,000
Operating contingency	**350,000**	350,000
	945,609	995,000

8. 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, 2019.

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.

NOTES TO FINANCIAL STATEMENTS

8. FINANCIAL INSTRUMENTS - RISK INFORMATION (CONT'D)

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.

9. 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 each fiscal year. In this fiscal year, total Group 1 wages was $158,439 [2018 - $168,198] which was paid to one contractor. This amount represents payment for several individuals. No amounts were paid to any members of the board.

10. COMMITMENTS

i) Spray Park project

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.

ii) Joint Operating Agreement (JOA)

During the year, the Association signed a new JOA with the Park Board effective January 1, 2018 for ten (10) years with one five (5) year renewal term. Under the agreement, the Association will pay an operation fee to the Park Board starting in year 2 for 1% of prior year's gross facility-generated revenue and in years 3-10 for 2% per year of the previous year's gross facility-generated revenue. Effective January 1, 2018, the Association will pay a 1% subscription fee for the Registration System for the term of the Active Network Ltd. agreement expiring in 2019.

11. SUBSEQUENT EVENT

Subsequent to the year-end, the Association signed an updated Contribution Agreement with the Park for the Spray Park Renewal committing to pay $234,499.50 for consulting and construction costs. The Association paid the first installment, 50% of the contribution amount, upon the construction contract being awarded.

NOTES TO FINANCIAL STATEMENTS

12. COMPARATIVE FIGURES

Certain 2018 comparative figures have been reclassified to conform to the current year's presentation.

SCHEDULE OF PROGRAM OPERATIONS

Year ended December 31

	2019 $	2018 $
Program revenue		
Adult	**318,282**	238,195
Aerobics	**61,691**	50,417
Children	**118,227**	112,554
Preschool	**237,506**	225,091
Senior	**25,681**	32,331
Special events	**11,791**	10,010
Special needs	**78,304**	62,931
Summer	**87,291**	79,227
Tiggy Winkle Preschool	**129,268**	131,124
Youth	**7,160**	5,771
	1,075,201	947,651
Direct program expenses		
Adult	**200,730**	141,828
Aerobics	**41,883**	41,168
Children	**72,729**	74,406
Preschool	**160,052**	142,327
Senior	**21,103**	19,679
Special events	**33,988**	12,712
Special needs	**67,717**	58,443
Summer	**53,972**	53,374
Tiggy Winkle Preschool	**91,925**	87,172
Youth	**4,633**	1,995
	748,732	633,104
Net contribution from programs	**326,469**	314,547

See accompanying notes to the financial statements

Proposed Amendment to the Constitution of the
Kitsilano War Memorial Community Centre Association

Existing Article 25:

25. The Board of Directors shall consist of a maximum of fifteen (15) members: eight (8) Members-at-Large and seven (7) Executive Officers elected by the Directors consisting of the immediate Past President, the President, three (3) Vice-Presidents, the Secretary and the Treasurer.

Amend Article 25 of the Constitution to increase the number of Directors to 20 from 15:

25. The Board of Directors shall consist of a maximum of twenty (20) members: thirteen (13) Members-at-Large and seven (7) Executive Officers elected by the Directors consisting of the immediate Past President, the President, three (3) Vice-Presidents, the Secretary and the Treasurer.

PRESIDENT'S REPORT

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

Strategic Plan 2015-2020

I reported last year on our progress to date with the Strategic Plan we completed five 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, and the 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.

In 2019, we continued to work in all six areas to achieve these goals. Jennifer Taylor, the Association Community Engagement Coordinator, left us in December 2018 to begin a full time temporary Programmer 1 position at Creekside Community Centre. Her important work helped us to connect with community groups and to 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. Her departure led the Board to rethink our path forward. The Board decided it needed to focus more on administration support for all its initiatives, so we advertised in the spring for a part time Administrative Assistant and were fortunate to hire Kelly Rolland in April. Kelly has become an invaluable member of our team. Her proficiency in supporting all aspects of the Association's work and responsibilities has made us a much more effective organization. Kelly manages a diverse portfolio of Board Administration, Rental Management, Centre Marketing and Community Engagement. She has been focusing on improving the Centre's private rental offerings so that members of the community can rent space for special occasions, birthdays, meetings and casual use. She developed new merchandise to add to the Centre's repertoire, brochures for specific initiatives such as volunteer recruitment, rentals and programs, and enhanced our online presence on various social media platforms such as Twitter, Instagram and Facebook – follow us today so you do not skip a beat on what is currently being offered at the Centre throughout the Fall. She has developed a newsletter to keep

our patrons and community informed, which currently (April 2020) has approximately 3,100 subscribers, while Association membership is close to 900, and social media followers total 3,200. When the Fall programs began in September, we hosted a Patron Appreciation event. The event took place in the Centre Lobby and was an opportunity for you to meet the people – Association Directors and Park Board staff – who are working for you. The event also provided a chance to learn about our programs, to give us your input, to find out what's new at our Centre, and to learn about how you can be involved in the governance of the Association. We plan to continue with this event at the start of each program season.

The priority identified in the Strategic Plan, to bolster organizational health, is one which we identified as a focus for 2019. We have several Board members who have served as Directors for many years while others have served for much shorter periods of time and moved 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 launched a social media campaign to recruit new volunteers and potential Board members and were more than a little surprised when we received interest from sixteen people. Interviews followed in October which resulted in firm commitments from ten people. The immediate concern was how to structure the work of the Association so the new people could play a constructive role which utilized their impressive range of skills and experience. It was decided to conduct a one day workshop on September 7th with the current and prospective Board members to develop the structure and goals for the Association. We were very fortunate to have Kevan Tisshaw, our Strategic Plan consultant, lead the group through a process to explore options for strengthening the organization and identifying future goals. Everyone agreed it was a very successful undertaking, so we feel well positioned to move forward in 2020.

Building Improvements

We continued with our efforts to upgrade Snowy's Lounge and construct a new water park. The first step in the improvements to Snowy's Lounge, the replacement of the plexiglass windows, has been completed, which has greatly improved the appearance of the windows and dramatically reduced the noise coming from the rink.

The design of our new water park was finalized after several meetings with the architect, and construction will begin in the new year with completion expected by June 1st. The Association is cost sharing this project with the Park Board. The Association share of costs is $235,000.

We learned that the whirlpool in the Fitness Centre needed to be rebuilt. The initial recommendation by Park Board to permanently close the facility was reversed by the Park Board Commissioners after strong opposition to the closure was expressed by residents. The work is expected to be completed sometime in 2020.

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.

Community Centre Events

Each year we organize and sponsor many events at the Community Centre and in the Kits community. In 2019, these included:

- Family Day Event - February 18th
- Easter Eggstravaganza - April 20th
- Greek Days - June 23rd
- Khatsahlano Days - July 6th
- KitsFest August 9th - 11th
- Movie Night - August 25th
- Halloween Howl - October 26th
- Diwali Festival - November 3rd
- Toy & Clothing Sale - November 10th
- Breakfast with Santa - December 14th

Park Board Staff

Staffing changes occurred in May when Programmer Grant Matsuda moved to take over as Rink Coordinator for the City Wide Services of Park Board. Jennifer Taylor began working part-time taking over some of his duties and working part-time for the Association. Part of his responsibilities were also given to Paula Parman who is our Youth Coordinator and Events Planner. In December, Grant's position was temporarily filled by Eric Yu and Jennifer moved to a full time temporary Programmer position at Creekside Community Centre.

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 Community Recreation Supervisor Silvia Laforges, our Programmers Eric Yu and Heather Rooke, our special events and youth coordinator Paula Parman, 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.

Finally, a big thank you to the Association staff, Kelly Rolland, Tanya Donaldson and Shawna Balshin for their dedication and hard work in support of the work of the Association.

VanSplash, VanPlay, the whirlpool and Kitsilano Secondary School

Park Board has developed two very major, comprehensive 25 year strategies for the future of aquatic and recreational infrastructure and services in Vancouver, known respectively as VanSplash and VanPlay. VanSplash in particular has major consequences for our Community Centre because it calls for the addition of a 50 metre destination/competition swimming pool to be built on our site, along with a redevelopment of the Centre. There has been considerable concern expressed in the Kits community about this proposed development, and certainly one aspect of concern relates to the absence of meaningful community consultation and engagement. The project would transform the scale of our current facility to something more like Hillcrest Community Centre. Long story short, the Park Board Commissioners have recognized the need for a more robust consultation, and they took the first step in that direction with the establishment of a Citizens Advisory Panel to review the recommendations in the VanSplash Report. That Panel issued its report in July recommending the need for meaningful consultation with the Kits community before any decisions are taken to reconfigure the Community Centre. In late October, the Commissioners adopted an amended VanSplash report which included a timeline of 2030 for the redevelopment of KitsCC.

Another issue we are still trying to address is access to the facilities in Kitsilano Secondary School (KSS). We need more programming space and there is space at KSS in non-school hours which would be ideal. For many years we had a handshake agreement with the school to use each other's facilities at no cost. The agreement worked well but recently, the Vancouver School Board (VSB), has taken the position that space will only be available on a paid rental basis. Again, long story short, the whole issue of Community Centre access to school facilities has been taken up at senior management levels of both the Park Board and the School Board, as we now know that many Community Centres want to access school space. We will be working closely with the other Centres throughout 2020 to resolve this matter.

New Board Members

We began the year with Board members Jerry Fast (President), Don Shaw (Vice President), Rho Tuttle (Vice President), Arlene Brown (Treasurer), Alf Lam (Secretary), Robert Haines (Past President), Nona Thompson, Annette Whitehead, Sue Ann Sargent, Liz Cochran, Adriana Suarez and Shawna Leung. During the year, Sue Ann, Adriana and Shawna left the Board; Joan Anderson and Daniel Conrad joined the Board at the 2019 AGM. To accommodate the ten new prospective Board members, the Association's Bylaws will be amended at the AGM to expand the number of Directors to twenty.
My final thank you goes out to all who have served on the Board as Directors this year. 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!

Jerry Fast
President

Program Committee

Tiggy Winkle Preschool (licensed)

Tiggy Winkle Preschool is and has been an integral part of the Kitsilano Community Centre and the community for many years. The Licensed Preschool continues to be well attended 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 worked hard to provide a stimulating, creative, nurturing, safe and friendly environment for Preschool children. In September Tiggy Winkle Preschool went to a two teacher model. Many thanks and appreciation to Shireen for all her dedication and hard work over the years. We wish her well. Tiggy Winkle Preschool offers a morning and afternoon learning and social opportunity for 3 year olds and 4 year olds. The morning programs continue to be more popular, however the afternoon programs are also well attended, but not at maximum registration. Each well planned week included an array of learning and educational activities including art, story, dance, and occasionally special guests. Tiggy Winkle Preschool is a vibrant, creative learning place for preschoolers in the Kitsilano Community Centre and 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 programs are very popular, followed by Physical Activity programs such as Gymnastics, Sportball and Soccer.

Children's Programs

Seasonal times continued to remain the most intense participation periods for this age group. Spring Break was well attended with a variety of camp opportunities as were the summer camps. The Canada Summer Day Camp program, Kits Kids Day Camps (6-12 years) were once again 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, Gymnastics, Indoor Tennis and Badminton were strong program areas. Music Lessons such as Private Piano and Violin continued to be popular. Veg Heads Cooking and Architecture For Kids as well as a Mixed Media art program rounded out the recreation opportunities for this age group.

Youth Programs

This year saw a significant increase in youth programming at Kitsilano Community Centre. With the support from the British Columbia Recreation and Parks Association (BCRPA) After School Grants as well as the Kitsilano Community Centre Association (KCCA), Paula was able to provide after school programming for pre-teens throughout the school week. These programs are filling the much needed gap for parents looking for alternative programming for their children aged 9-12 who are too old to be in out of school care, but too young to be left alone unattended.

These after school programs continued to grow throughout the year and have been a tremendous success! Paula has employed youth staff who have consistently facilitated the programs and fostered a positive rapport with youth accessing them. Some highlights include our Just the Guys and Sick Snax: Pre-Teen Cooking Class programs. These programs are staffed by our Youth leaders who provide direct program delivery and have seen a steady increase in participation as the year progressed.

Local Community partnerships have grown in the youth portfolio and saw Paula collaborating with the Westside Community Schools Team (WCST) to provide more opportunities for preteens and youth to be connected to the community centre. One fruitful and successful partnership has been with Lord Tennyson Elementary School, where their current grade sevens spent their Wednesday lunch time in our facility due to the seismic upgrading of their current school. The program is facilitated by a Youth staff and the Kitsilano Neighborhood House Youth Worker. The gymnasium and youth lounge are opened to create a safe and comfortable space for pre-teens to be engaged in appropriate interaction with their peers. This is also a fantastic environment for the youth to get to know the front desk staff and familiarize themselves with common etiquettes for the community centre and public spaces. The goal is to focus on the grade 7 to 8 transition, with the hopes to further encourage the grade 7s to come back to the community centre when they are in grade 8 and continue to be involved as our future young leaders.

The Youth Council has continued to grow and create meaningful opportunities for their peers to be involved in the centre. This past November, the Council organized and facilitated their first Youth Open House, which saw 50 of their peers from various secondary schools. Youth attended and participated in a 3-on-3 basketball tournament and co-ed dodgeball game. The Youth Council continues to work towards increasing youth visibility and community initiatives in Kitsilano and anticipates another successful year.

One exciting item that is coming back to the Youth portfolio is our KCCA Awards. The KCCA has generously funded $1200 for 2 scholarships and 1 bursary at $400 each (3) graduating secondary students within the KCC catchment. With the support from the Programmers, Recreation Supervisor and KCCA, Paula was able to put these awards on the table for our current and future youth highly involved at the centre to be recognized for their significant contributions to the community.

Our Friday Youth Open Gym continues to run successfully and now holds an average of 35 youth each week, with youth constantly asking for more gymnasium space afterschool. This year saw an increase in average attendance every week, with more females and preteens in attendance in comparison to last year. Unfortunately, the lack of gymnasium space and time is a consistent issue with all program areas, but continuing to offer this free program to our youth is a much-needed benefit, supporting not only the physical wellbeing of our youth, but also their social-emotional wellbeing. To further support this, youth are always fed yummy and nutritious snacks after school, which has bolstered our numbers as food is a huge attraction for youth participation.

Kitsilano Youth staff continue to work hard to create a welcoming and safe space for all youth to participate and hang out in. Youth staff Alfred Lee, Josh Drake, Jessie Mann, Jacky Ly, and Noah Thrush are to be commended for a job well done this past year! Thank you for your time, dedication and passion to growing the youth programs and being advocates for our future leaders of the community.

Special thank you to the Kitsilano Community Centre Association for their continued generous support of the Youth programs, we look forward to continuing the positive growth and development of the youth portfolio here at Kitsilano!

TLC – Youth with Special Needs

The TLC Program embraced new leadership in April, as Shawna Balshin took the reins of the program. Shawna moved from Toronto and has an Art Therapy degree, along with experience working at Strive Living Society. We welcomed new staff members Juliana, Curtis, Becca, Tonya, Ava, Cassie and Grayce who joined the team, offering incredible amounts of skill, excitement and fresh ideas to the program. Shawna has incorporated sessions of yoga and drama classes into the monthly program. Both classes have become wildly successful and fulfilling for the TLC Youth- offering them a chance to build connections, express their feelings and have a chance to take creative risks in a safe and inclusive environment. Expressive Arts is incorporated every day via Shawna and Tonya who both hold Art Therapy Degrees as well as sports from Tonya who is a personal trainer and Becca who is a pro Basketball player. TLC joined in on Noah's cooking classes (Noah is a TLC alumni staff) for teens "Sick Snax" on Friday and it is a hit- Friday's remain full as a result and there is a waiting list as cooking is fun and encourages independence and health/eco consciousness!

Adult Programs

Adult programs had a large increase in participation this year despite the loss of the Kitsilano Secondary School gymnasium space. In 2019, we welcomed some new classes including Table Tennis Lessons, Ukulele Lessons, Feldenkrais, Art Therapy. At the start of the year, the staff identified missing equipment gaps in each room and the Board approved many purchases to ensure each room was equipped with the necessary or upgraded equipment. Instructors and patrons have seen the difference and are happy with the updates. The Board also approved a new pay rate for group fitness instructors who have worked for the Association for more than 10 years.

Older Adults

Older Adult programs were well attended in 2019. Duplicate Bridge moved over to a contractor to oversee the program and early in the year, we implemented a 10-visit ticket or drop-in system. Again, the footcare clinic and hearing health screening proved to be popular with most of the sessions filled. We welcomed our new Program Assistant III, Jacky Mah, in April to help coordinate and assist with the Multicultural Program and brought in new workshops including fall prevention, frauds and scams and healthy eating for seniors.

Special Events & Volunteers

Our volunteer numbers continue to remain steady and we see new and old faces at every event and program. Every special event continues to see about 20-30 youth volunteers supporting the event along with our KCCA Board members. We hope to see further growth in this area and to provide more opportunities for our patrons to be connected with and involved in our community.

One highlight in 2019 saw the creation of Kitsilano CC's very first Birthday Party Packages that began in Fall 2019: Play/Gym Parties with the Bouncy Castle and Dance Parties with Rachel Beau from Rockn'Beau. With the support from the Recreation Programmers and KCCA, Paula hired local youth from our Youth Council and young adults that have made significant impact and contribution to our programs and events to be our birthday party leaders. Currently, our birthday parties are running at full capacity and continue to be popular. Paula is looking forward to growing and further improving our party packages and exploring new and exciting packages for families to enjoy.

2019 continued to see events successfully run with the support and collaboration of the KCCA, community partners, volunteers and Special Events coordinator.

The following events took place at Kitsilano in 2019:

1. Family Day (February) – Mon, Feb 11 from 10:30 AM – 1:30 PM - Free event that was grant funded by BCRPA ($1000) with about 250-300 people in attendance. Other fun activities such as Bingo, Arts & Crafts, Parent and Tot, Face painting and free popcorn were also offered
2. Easter Eggstravaganza (April) - Sat, Apr 20 - This event was nearly sold out and was very popular! Our Easter bunny was a hit and our activities and dance party and performances were enjoyed by all.
3. Family Toy and Clothing Sale (Nov 10, 2019) - Vendor tables were sold out for both events and many customers attended.
4. Staff and Association presence at Kits Fest, Greek Fest, Fiesta Del Sol and KhatsFest
5. Halloween (October) – Sat, Oct 26, 2019 - Fun activities were offered: arts and crafts, haunted house, bouncy castle, Rockn'Beau dance party, Halloween Balloon Arch photo booth, face painting, games, and free popcorn.
6. Diwali (November) - Sun, Nov 3rd, 2019 - This event was facilitated by a local community member, Mital Shamji with Paula and the KCCA's support. Catering was done by Handi Grill, a local restaurant in Kitsilano, that provided delicious food for everyone to enjoy. This novel and popular cultural event saw over 90 people in attendance and was a fantastic highlight in our community. Thank you to Mital and her team for another successful and beautiful event!
7. Breakfast with Santa (December) – Dec 14, 2019 - This event had two seatings that were both sold out early in the registration time. White Spot on West Broadway was very generous in cooking all of the food on site in our beautiful Ken's kitchen and McDonald's on West Broadway generously donated coffee for the event. This event continues to be extremely popular with our families and is always enjoyed by everyone.
8. Kits Fest (August) - Aug 10-11, 2019 - This year, the KCCA made an extremely generous financial contribution of $12,000 to fund the Kits Fest Family Fun Zone down at Kits Beach. With this funding, Paula was able to coordinate a few bouncy castles, face painters, community booths, an epic Dance Party by Rachel Beau, photobooth by Gigglebooth, free class demos by our community centre instructors, and our well-loved Fish Pond. Although the event saw torrential downpour on both days, causing the Special Events team to pack up early, spirits were high and the event was still a great opportunity for the KCCA to provide meaningful community engagement to patrons who have never accessed the centre and its services.
9. Movie in the Park (August) - Aug 25, 2019 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. This year continued to see the merging of our former Picnic in the Park event and Movie Night event to turn it into Movie in the Park. The KCCA partners with the West Broadway BIA to run this event held in Connaught Park. The movie for this year was "Spiderman: Into the Spider-Verse" which had Paula and Michelle Barile from the BIA working together to centre the theme and activities on the movie.

There was a talented jam-packed lineup of local musicians (Music with Marnie, Will's Jams, Michael Avril, Rachel Beau, as well as a Kitsilano high school youth musician) to kick off the event and entertain families at our pre-show outdoor concert. The event turned out to be a tremendous success with the sun coming out and providing families with a fun evening to end off a great summer.

Respectfully submitted,

Heather Rooke
Eric Yu
Paula Parman
Recreation Programmers

COMMITTEE REPORT

Seniors Committee

The Multicultural Program continues to provide Community engagement, multicultural education and socialization as we continue to run the program our attendance remains strong. We have celebrated more than 100 ethnic groups since we began our Multicultural program in 2003.

The Older Adults Multicultural Program this past year was a huge success, we were able to provide 10 months of programming with the support of the CCA. The Multicultural Program provided a unique experience for the seniors as we took them for a journey around the world to view and understand the different countries, cultures and foods.

With the help of the volunteers and guest speakers we were able to teach the following countries, cultures and traditions such as Yukon, Lunar New Years, Iceland, Japan & Cherry Blossoms, Danube River cruise, Indigenous month, Chicago, Philippines, Estonia, and Festival of Lights were featured in our Multicultural Program in 2019. Our most popular month was June, Nicole Bird and her drumming group from Carnegie Community Centre provided interactive workshops for the seniors and an insight to the indigenous culture. Each month we provide a presentation, cooking class, craft or dance class and a luncheon that correlates to the monthly culture.

We are very grateful for the commitment of Kitsilano Community Centre Staff members, particularly to Eric Yu and Jacky Mah who kept us well organized. They helped a great deal in the smooth running of our events. Too, we thank the Kitsilano Community Centre for their continued financial support for our Multicultural program and our monthly lunch social.

Respectfully submitted,
Nona Thompson

COMMITTEE REPORT

Building Committee

The past year has been very busy and interesting.

We have completed the AV project throughout the campus with Audio Visual devices installed in the Lobby Room, Board Room, Meeting Room and the Multi-Purpose Room.

An additional monitor has been installed in the showcase to supplement the existing monitor in the Lobby allowing more information and notices of events to be displayed to the public.

Great progress has been made with the Spray Park project. A new Spray Park, complete with a new walkway and landscaping, will be ready for the summer by early 2020.

The Whirlpool will be back online in early 2020.

New twin pane glazing has been installed in Snowy's Lounge; This has reduced the noise from the Ice Rink below Snowy's.

New cabinetry has been installed in the front office eliminating the clutter in that area.
A weatherproof outlet has been installed in the planter at the front entrance to the Centre to supply electrical energy for the Festive Season lighting.

Vancouver Coastal Health has directed the Centre to upgrade the kitchen in the Multi-Purpose Room with a handwashing sink and upgraded range hood ventilation. Negotiations with the City of Vancouver REFM to complete the request in 2020.

Respectfully submitted,

Alfred G Lam, Chair
KCCA Building Committee

Garden Committee

In the Garden

- Most of the trees and shrubs have become well-established since they were planted in 2014, although we needed to remove a pear tree that was diseased with rust. Through our contact with our partner from Hunter's, we were informed that 80% of pear trees in the lower mainland were infected with rust, so ours was not an isolated incident. We decided to improve the barrier against children climbing the rocky area closest to the ice rink by planting more large-growing berry bushes in place of the pear tree.
- Because we have now adopted a yearly pruning schedule, we had a 50% increase in blueberries, red and black currants, figs, cloudberries and Huckleberries last year,
- The garden yielded vegetables such as garlic, tomatoes, carrots, beets, basil, other herbs, zucchini, bush beans, corn and peas. The large amount of basil we collected was used for our annual community autumn Presto Pesto Pizza Party
- The only aspect of the garden last year that proved a need for reevaluation and planning for better garden infrastructure was that one of the earlier-built beds has nearly fallen completely apart and 3 other beds that are in poor shape. We conclude that we will need to rebuild 4 beds for the 2020 gardening season.

Our Partners

- Several of our regular gardeners from past years joined us again this year. A few of the gardeners have been with us from the garden's very beginning in 2014.
- Hunter's Garden Centre has been very good to us by donating hundreds of seed packets. These seeds were used both in the garden and as giveaways for the Kitsilano Public Library's annual Organic Garden Fair in April.
- The David Suzuki Foundation project: The Butterfly Way.

Thank you to:

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

- Vancouver Park Board and the Kitsilano CC Association for their ongoing support for the collaborative gardening program
- Hunter's Garden Centre for their advice, free seeds and 10% discount
- Community members who joined in our free community programs like our Gardening 101 program, the Presto Pesto Pizza Party as well as those who stopped to chat and thank us for our efforts.

Submitted by: Noah Thrush
Recreation Programmer

ASSOCIATION MANAGER REPORT *April 2019 – April 2020*

The past year has been truly rewarding, I am sincerely grateful for being a small part of the outstanding and peaceful community of Kitsilano as well as an employee of Kitsilano Community Centre Association (KCCA). KCCA has been a neighbourhood icon for the past 69 years encouraging and fostering community spirit where people have gathered to share experiences and further develop their better selves. I've shared so many great times full of smiles and joy with colleagues, volunteers and patrons; sadly the COVID19 pandemic has directly impacted the delivery of social services across the City such as our beloved Community Centre. That said, I have been reflecting on the things I am most grateful for; among those is the talented group of volunteers, Directors and Executive team of the Association. I want to take a moment to thank you all for your tireless work you have done for the Association this past year. I have been privileged to witness an impressive transformation the Association is currently doing by re-evaluating its strategic direction, reframing it's path, redefining their sense of community connectivity and re-engaging membership by bringing the exposure of the Association to new heights.

Room Rentals:

When I was first hired in April of 2019, I reviewed the current policies and procedures surrounding the room rental service offering at the Centre. After performing an audit, I recovered roughly $10K from past rentals and optimized the reporting through our reservations system. I revamped the policies to reflect current operations and improve readability for rental patrons so they were clear in terms of liability and restrictions of room use. I suggested minor improvements to rooms including new furniture or rearrangement (decluttering) to improve the rental experience. I developed a marketing strategy as well as creating collateral for rental patrons and the newly hired rental staff team who oversee select rentals; this included creating an online resource platform for rental staff (internally) and rental patrons (externally on the kitscc.com website). The year ended with a 32% increase in rental revenue excluding roughly $13K received by Vancouver School Board (VSB) for past use for VSB programming purposes at the Centre. Noting that the increase in revenue resulted in incurring additional expenses due to training and employing Rental Supervisors to oversee rentals ensuring that overall daily operations ran more smoothly with the limited resources available. Moving forward, I prepared a rental rate increase proposal for the Board to review and suggested new rooms to introduce to the room rental portfolio once the Centre has recovered from the recent closure.

Association Strategic Direction:

The Association has made massive strides in assessing where the Board is currently in terms of their past strategic planning process; in turn, they have solidified a process to ensure the ever changing needs of the community are continually met and focussed on succession planning to secure the longevity of the Association for years to come. Many members have expressed interest in volunteering with the Board steadily during my time with the Association which significantly increased after launching a online campaign last Fall that solicited calls of interest to join the Director team. After receiving roughly thirty inquiries over ten weeks, a series of introductory meetings with the Executive team were held whereas an array of extraordinary candidates were offered to explore opportunities within the Association. Over a significant period of time, they attended Board meetings

and various development workshops, their vast contributions reignited the existing passion within the management team and highlighted current community challenges such as the climate crisis, indigenous relations, arts and culture overall redefining what the Association encompasses.
The Association continues to receive expressions of interest on a regular basis and has invited these exceptional individuals to join the existing and amazing Director team that you see before you today. With this growth in interest and in size reassures the membership that the legacy of KCCA will continue in order to promote educational, cultural, recreational and athletic endeavours of the community of Kitsilano.

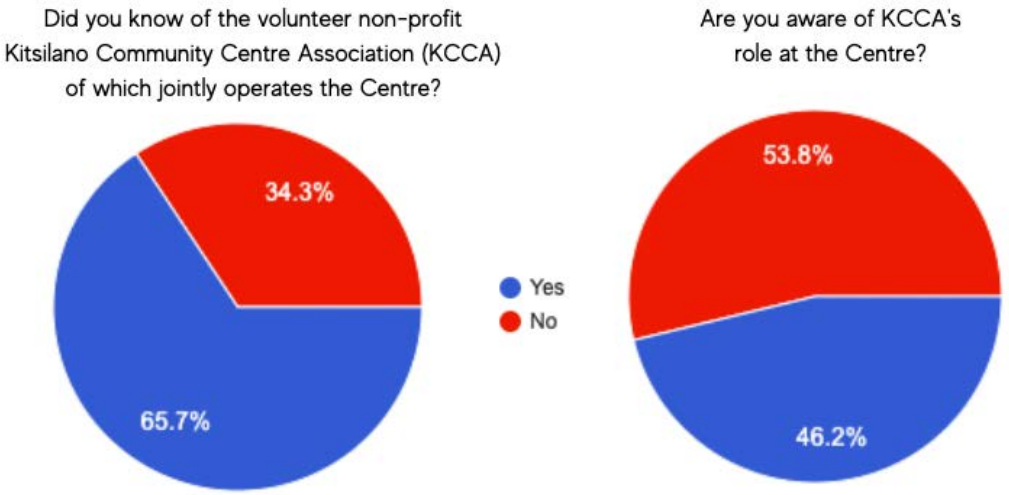
Marketing Strategy:
Reported at the last year's AGM the Community Engagement Coordinator (CEC) stated that:

- Despite a 50+ year presence, the surrounding community was not aware of the Community Centre and what it has to offer.
- There was a lack of awareness and partnership with other local service providers.
- There was a sense that programming was not accurately reflecting the unique needs of the community.
- There was a sentiment that the Community Centre functioned more as a collection of private clubs, than a community-oriented space.

Reviewing the past CEC's comprehensive work, the KCCA Marketing Committee devised a survey to collate tangible metrics in order to really understand where the Centre is falling short within these statements and how to overcome these perceptions. The survey was published through means of an electronic newsletter, static tablet that was available within the lobby and personal engagement between Director and Patron through several series of Patron Appreciation Events held throughout the year.

The Appreciation Events stamped out the aforementioned sentiment by showcasing the Centre as community-oriented space with the volunteer team welcoming patrons with smiles, snacks, beverages and KitsCC branded swag within the Lobby area. These events provided the patrons a chance to get to know what the Association is all about, highlighted current programs and promoted upcoming events. It was also a great opportunity to further cultivate the human (in person) connection that sets KCCA apart from many other Centres within Vancouver; an excellent platform to encourage a genuine dialogue about how to improve the Associations awareness and delivery of the Centre's programs and communications.

Two key questions were asked (106 responses):



With this information the Association was able to realistically understand how it is perceived within a public lens in order to make strategic decisions of how to increase awareness and educate the public of what the Association's function is within the Centre itself as per the joint operating agreement with Vancouver Park Board.

The remaining questions of the survey included demographic analysis and satisfaction ratings of cleanliness and program effectiveness.

In light of the CEC's notation that there was a sense that programming was not accurately reflecting the unique needs of the community; Findings from the survey suggest that overall users expressed that quality of programs offered generally exceeded expectations and that the Centre is adequately providing a diverse variety of programs as per the 106 patrons surveyed. Concluding that with over 500 programs to choose from, it's easy to find your space at KitsCC. The Association's unwavering commitment to ensuring a balance of opportunities for people in Kitsilano to participate in a wide variety of recreation activities began in 1951 and continues today.

That said, the Association struck a Community Needs Task Force to further analyze the surrounding population, develop further ways of assessment and explore working with surrounding community organizations to ensure the Centre is on the right path to meet the needs of the diverse community of Kitsilano.

Social Media and Online Engagement Analytics:

- Currently the Association has 884 members (compared to roughly 500 as of April 2019). The current Directors have made a strong effort to engage with Centre users and in turn significantly increased awareness of the Association as you can see by the dramatic increase in membership.
- Currently there are 3087 newsletter subscribers (roughly 1500 as of April 2019) who have opted in when registering for a new program, becoming an Association member or directly through means of the kitscc.com website.
- On all three social media platforms (Facebook, Twitter and Instagram), the Association has acquired 3213 followers (approximately 2000 as of April 2019) with daily content including banner ads, reposted community articles/blogs and sporadic paid advertisements.
- Offsite activations have been successful in promoting new and upcoming programs as well as educating and engaging the public to clarify the Association's relationship with Vancouver Park Board and the Association's role at KitsCC. Offsite activations included a small informational table with printed brochures and guides, a small activity such as a fortune wheel/treasure chest and handing out KitsCC branded items such as sunglasses, beach balls, sport towels, lanyards and shopping totes. These activations included events such as Greek Days, Khats Street Party, KitsFest, West Side Family Place Fiesta Del Sol and certainly an opportunity for more moving forward in consideration of recent collaboration with key organizational groups within the catchment.

The Kitsilano community itself is a vibrant melting pot of passionate volunteers and exceptional organizations that strive to support each other through means of shared resources (and passion) that will continue to keep Kitsilano strong and connected. In light of what was previously stated in 2018's report that Kitsilano Community Centre appeared to have "a lack of awareness and partnership with other local service providers" and "be an amalgamation of private clubs"; currently KCCA is actively working with the following community groups to collaborate on neighborhood events and initiatives within a pre-existing Community Hub Outreach network to identify overlap, challenges and gaps of service providers within the Kitsilano Community:

- West Broadway Business Improvement Association (WBBIA) – continued support with offsite exposure activations such as the annual Greek Day on West Broadway and a valued networking stakeholder within the local businesses district. WBBIA has been a great supporter of each special event hosted at KitsCC and has also co-hosted/funded the annual (and well attended) Movie in the Park in August.
- West Side Family Place (WSFP) – Continued supporter of our onsite events such as Movie in the Park and have also expressed a keen interest in attending more as well as pursuing future programming for new parents by hosting support groups at the KitsCC facility. WSFP also collaborates with Kits Neighbourhood House to facilitate the aforementioned Community Hubs Outreach meetings.
- Kitsilano Neighbourhood House (KNH) – will be a key contributor and collaborator in terms of shared marketing efforts within the community hub forum. KNH also collaborates with WSFP to facilitate the aforementioned Community Hubs Outreach meetings with respect to children's programs and services. Between KNH (established in 1972) and KCCA (established in 1951) can provide a robust consortium for the neighbourhood with respect to adult/older adults programs and services as well as special events; an exciting partnership to pursue further in the future.
- Tapestry – relatively new relationship has been explored on a programming level to enhance the current Older Adult program portfolio. Tapestry has been a leader within sustainability and

climate action, a model that the newly formed KCCA Sustainable Climate Action Task Force (SCA) can mirror to implement significant improvements at the Centre and within the programming spectrum and operations overall.

- Meraloma Rugby Team – the closest of neighbours, KCCA has initiated conversations to maximize exposure of their club at KCCA onsite events and in turn KCCA will have a robust volunteer pool to reach out to when needed.
- Kitsilano Speed Skating Club (KSSC) – another close neighbour working out of the attached Rink has expressed interest in attending the annual Movie in the Park event and collaborating within the programming spectrum. With their vast membership pool, the group will be a key contributor and advocate regarding high level projects such as the impending facility renewal, VanPlay and VanSplash city wide strategies.

It is integral to the growth of our community, and the Association, to continue to foster these relationships and engage with our community as a unified front. Hosting/attending regular meetings is a small step but a key focus as a “New Normal'' is defined, the Association hone in on new and emerging stakeholders for further collaboration to ensure the needs of the community are continually met and ideally exceeded!

As we adjust to the new world, reframing the Association as an informational hub whereas larger scale (City Wide) initiatives such as the Broadway Plan, VanPlay, VanSplash and the City Wide Plan will ever change our neighborhood and directly impact the Centre, patrons and the Association’s membership. I am excited for the years to come and hope that KCCA continues to thrive and be exemplary leaders within the Community Centre network and world of nonprofit Associations.

Respectfully submitted,

Kelly Rolland
Association Manager

The Association would also like to extend their sincere appreciation to all the people, organizations and businesses, without whom our programs and services would not be possible.

SUPERVISOR OF RECREATION SERVICES REPORT

2019 was another busy and vibrant year for Kitsilano Community Centre.
It was a pleasure to be a part of this community for the last year. Engaging with the community, working with the Kitsilano Community Association and staff I was able to better understand the great qualities this community has to offer along with learning more about the community's wants and needs. The community is very connected and shows based on the usage in our facility that healthy & Wellness, Social Emotional learning are very important to all.

Additional staffing changes contributed to a busy year:

- Recreation Programmer Position (Adults/Seniors): Eric Yu has secured the Regular Full Time appointment for this position.
- Fitness Programmer: Audrey Mak maintained the Temporary Full Time appointment for this position until the end of 2019. Starting in 2020, Casey Lefter will fill the position in a Temporary Full Time capacity until further notice.
- Recreation Facility Clerk: Sam Wilson our Regular Full Time staff has taken on a temporary position in a different department within the Park Board. We welcome Beatriz Becerra that will be filling in on a Temporary Full Time capacity until further notice.
- Cashier Receptionist: Jessie Mann has secured the Regular Part Time appointment for this position.
- Building Service Worker: Rajit Purwal has secured the Regular Full Time appointment for this position.

Community Centre Facilities

Our onsite Maintenance Technician, Maintenance team and our Real Estate and Facilities Management Division (REFM) carefully maintained our facility. Repairs and project for this year consisted of;

- Shower/Washroom dividers – Fitness Centre Women's change room
- General maintenance on building exterior components.
- Snowy's Lounge sound barrier windows (partially funded by the CCA)
- Ice Rink Netting to protect the newly installed windows in Snowy's lounge and the public in the lobby/viewing area.
- This past year we have been working with our Landscape Architect | Park Development and our Community Centre Association on a design for a rebuild of the existing Spray Park. Construction will begin in 2020.
- Our Heat exchange project completed its final stages in 2019 (with the exception of the addition to the whirlpool for 2020). The project purpose is to reduce the greenhouse gas emission by taking used/wasted heat from the Ice Rink plant and re- directing to be used to heat the Community Centre to limit the usage of the boilers to heat the community centre. We are proud to say that upon project completion we have cut greenhouse gas emission by 80%. GREAT JOB!

Programs and Services

Program participation was steady when compared to the previous years. Eric (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).*

I would also like to recognize our front office team, led by Recreation Facility Clerk Beatriz Becerra, 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.

Ice Rink

Kitsilano Rink, despite auxiliary staff deficits, ran a successful season of lessons and public programming. Highlights include a continually busy public skate on Sunday mornings frequented by many young families; strongly attended skating lessons; and an increase in accessible skating options such as sledge hockey sleds being used during public skates. The facility also added safety netting to the south end of the arena protecting not only the patrons but the newly installed Snowy's lounge windows. The Hockey scoreboard and horn also received much needed repairs and are now looking brand new!

Fitness Centre

Another busy year with an increased number of users at the fitness center. 2019 we had a total of 197,334 fitness centre users.

We made improvements to the Fitness Centre by upgrading and introducing new equipment, signage along with an equipment configuration change in the south room. New equipment and Projects consisted of:

- new cardio equipment (Treadmills, elliptical, stepmills, octane lateral X and precor trainers.
- backroom upgrades including strength training equipment and accessories
- updated cardio sign up board and updated fitness center etiquette board
- installed commercial fans in the cardio section
- installed safety stoppers from cardio machines from hitting the heaters on the wall
- installed wire covers on the floor for safety measures

Whirlpool /hot tub was approved to re-open and we are working on repairs and upgrades to meet WSBC and Vancouver Coastal Health recommendations and requirements. Projected timeline for the re-opening is scheduled for May 2020.

As of February 2019, the fitness center has discontinued the use of red washable towels and replaced them with disposable paper towels for the cleaning of fitness equipment. We provided non-touch paper towel dispensers and installed 5 throughout the fitness center.

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.

Contributions of the Kitsilano Community Centre Association Directors

- KCCA President, Jerry Fast, led the KCCA board through continual board development and growth.
- The Board continues to guide the policies of the KCCA to ensure the delivery of a full range of recreation, leisure, childcare and family enrichment services to the residents of the Kitsilano neighbourhood.

Into 2020……

- This past year working with the Kitsilano Board of Directors and Park Board staff has been positive and rewarding; I look forward to another year with the same outcome.
- We will continue to work together to meet the needs of the Kitsilano community.
- We will continue to understand the changing needs of our community.
- We will continue to be open to feedback
- We will WELCOME new patrons into our Community Centre all the time.

Respectfully submitted,

Silvia Laforges
Community Recreation Supervisor