

**MINUTES OF A MEETING OF THE FINANCE & FACILITIES COMMITTEE
TUESDAY, JANUARY 14, 2014, AT THE BOARD OFFICE AT 8:30 A.M.**

Present: D. Stevenson (in the Chair); J. Kellett; C. Dekker; C. Kennedy, Superintendent of Schools; J. Leiterman, Secretary Treasurer; Karen Johnson, Assistant Secretary-Treasurer

Stakeholder Representation: J. Duncan (WVAA); B. Scott (WVMEA); R. Millard (WVTA); S. Donahue (DPAC)

Regrets: V. Brady (WVAA)

1. Kay Meek Joint Use Agreement Clarification

The Secretary Treasurer clarified that the Board's right of final approval over corporate sponsorship at the Kay Meek Centre extends only to the naming of facilities. Schedule B, Section 3.d) of the Joint Use Agreement between SD45 and the West Vancouver Arts Centre Trust reads as follows: *"The Society will advise SD45 of its intentions when negotiating sponsorship agreements involving the naming of facilities, and SD45 retains the right of final approval over such sponsors, such approval not to be unreasonably withheld."*

2. SOFI Report

The Secretary Treasurer reported that the Statement of Financial Information was filed with the Ministry on December 31st, and is available on the WVSD public website. The report is based on the previous fiscal year, and includes information for all employees who earn more than \$75,000/yr., and for all vendors to whom we paid more than \$25,000/yr.

The Secretary Treasurer acknowledged the hard work of the Assistant Secretary-Treasurer and the accounting department staff in preparing the report. Trustees discussed concerns about workload around compiling this information and the Secretary Treasurer agreed to inquire with BCASBO about advocating that the Ministry raise the threshold amount for reporting, particularly for vendors.

3. Vancouver Sun FOI Request

Each year since 2009, Vancouver Sun reporter Chad Skelton submits a Freedom of Information request to all public sector organizations, asking not only for the information included in the SOFI Report in electronic form, but also including position titles of the staff listed in the report. Once received, the information is compiled and published by the Vancouver Sun. In his article, Mr. Skelton praised WVSD for being one of those who responded and provided the information within 30 days.

4. WVSS Track Update

A public consultation meeting is taking place on January 22, from 4:30-6:30 in the Atrium of the West Vancouver Recreation Centre.

The project has an estimated cost of \$4.8 million.

Committee members: Dave Stevenson, Jane Kellett

5. **Bowen Island Municipality support of public washroom**

The Secretary Treasurer reported that the Municipality of Bowen Island has contributed a total of \$31,000 to the renovation of one of the washrooms at Bowen Island Community School. This is a much-appreciated gesture of good will, as it is a higher amount than had originally been committed. The renovated washroom provides outside access, functioning as a public facility, and has been in use for approximately a year.

6. **Amended 2013/14 Funding and Revenue**

The Secretary Treasurer reviewed the revenue side of the amended 2013/14 budget , noting that total revenue is estimated to be \$1.3m higher than preliminary estimates, due primarily to an increase in student FTE, release of holdback, and additional international student registrations. The Superintendent clarified that funding related to salary differential is not related to pay scale, rather to the composition of a district's teaching force – i.e. the number of new teachers, teachers with master's degrees, years of experience etc.

7. **Budget Timeline**

The Superintendent reviewed the timeline for the 2014/2015 budget process, which begins later this month. All details will be posted on the public WVSD website. Three issues were highlighted: a continual slight decline in enrollment; increased cost pressures; and a diminishing surplus. Despite these issues WVSD hopes to present a status quo budget. The Superintendent will report to the Finance and Facilities Committee in March, outlining the big themes that have come out of the stakeholder feedback process. Extra Finance and Facilities meetings will be held in April and the public recommendations shared on April 29.

8. **Adjourn**

9:18

Julia Leiterman, Secretary Treasurer

Committee members: Dave Stevenson, Jane Kellett