

MINUTES OF A MEETING OF THE FINANCE AND FACILITIES COMMITTEE

Tuesday, February 13, 2024

MS Teams – 8:30 am

Present: D. Stevenson, Trustee (in the Chair); L. Block, Trustee; C. Kennedy, Superintendent; J. Leiterman, Secretary-Treasurer; L. Hill, Assistant Superintendent; S. Mascoe, Executive Director HR; R. Street, Director of Facilities; K. Johnson, Assistant Secretary Treasurer; D. Eliasov, Manager of Facilities; M. Son, Manager of Purchasing & Transportation; S. Duffield, Manager of Finance; F. Zhu (guest)

Stakeholder Representation:

S. Capier; C. Wigley (WVTA); C. Fota, P. Van Rhyn (WVMEA); M. Finch (WVAA); K. Richter (DPAC Exec)

1.	<p><u>Gleneagles Retaining Wall</u></p> <p>Director of Facilities Street stated that the drawings for the new retaining wall have been completed and a building permit application has been submitted. The project is out for tender, and once the contractor is selected and the permit issued, construction will start immediately.</p>
2.	<p><u>Sentinel Flooding Insurance Claim</u></p> <p>Director of Facilities Street provided an update on the insurance claim for two burst pipe incidents at Sentinel, which were a result from a single weather event. Both incidents were submitted together, covered by one deductible. The quick response from the facilities team mitigated further damage.</p>
3.	<p><u>West Vancouver Place for Sports Update</u></p> <p>Julia Leiterman, Secretary-Treasurer provided an update on the progress of the track at West Vancouver Secondary. The building permit for the track has been issued, and the washroom renovation proposal is pending.</p> <p>The relocation of the throwing cages from the track to a new location has started, with an ongoing exploration of potential sites for their placement.</p>

Committee members: Dave Stevenson, Lynne Block

<p>4.</p>	<p><u>2023/2024 Amended Budget</u></p> <p>Secretary-Treasurer Leiterman presented the 2023-2024 Amended Annual Budget and compared it to the preliminary budget filed with the MoECC in June 2023. She highlighted how the budget supports the district’s strategic plan and our school’s FESL goals (Human and Social Development, Intellectual Development, and Career Development.)</p> <p>The amended budget concluded with a more favorable outcome than the preliminary budget due to an increase in Full-Time Enrolment (FTE) and additional operating grants together with careful management of expenses, resulting in an improved surplus balance within the Operating Fund Reserves for the 2024-25 school year.</p> <p>Moving forward, the district is committed to sustaining a stable local enrolment, endeavoring to stabilize international student enrolment, and continuing to advocate for funding to cover technology expenses.</p>
<p>5.</p>	<p>Adjourn</p> <p style="text-align: right;">9:21 am</p>

Julia Leiterman, Secretary Treasurer

Committee members: Dave Stevenson, Lynne Block