

# North Vancouver Community Associations Network (NVCAN)

## MINUTES of the Board Meeting

**Held:** July 20, 2016

**Location:** Irene Davidson's, 1270 Tatlow Ave., North Vancouver

**Time:** 7:00 pm – 9:00 pm

**Present:** John Miller, President  
Irene Davidson, Vice-President  
Babs Perowne, Secretary-Treasurer  
Corrie Kost, Communications

**Regrets:** Katherine Fagerlund, Member-at-large

**Absent:** Eric Miura, Member-at-large

1. **Welcome.** John welcomed the Board and thanked Irene for hosting the meeting.
2. **Approve agenda.** The agenda was approved without changes.
3. **Confirm Charter Member List.** The Board affirmed the Charter Member list and will submit it for confirmation at the September meeting of NVCAN. (*See below:* Items to be Approved at September meeting.)
4. **Determine notification for DNV Mayor/Council and DNV Staff.** After discussion, it was agreed John will draft a notification to DNV Mayor/Council advising of the changeover from FONVCA to NVCAN. John will present the notification at the first September council meeting. Members of the Board, where possible, will attend the Council meeting to add weight to the changeover.
5. **Confirm that all meeting notices, agenda, minutes are to be by email.** The Board unanimously agreed that each person responsible for printing his/her copies and all materials to be available on website.
6. **Establish website contents/pages.** After discussion, it was unanimously agreed that the initial pages for the NVCAN website would be:
  - a. *Home Page/About Us/Contact info.* Contact info will be [info@nvcn.ca](mailto:info@nvcn.ca). The privacy policy and disclaimer will be as footnotes to the home page. The disclaimer will be based on FONVCA's. John was pleased to note that credit for the website developers appears on the Home Page.
  - b. *Member List.* Each CA would be listed by name with one email address or phone.
  - c. *Useful Information/Research/Training Materials/Links.* Initially, a link to the existing FONVCA website will be available and appropriate materials will be selected from that material for *Useful Information, Research, Training Materials and Links.*
  - d. *Meetings.* Similar to DNV Council Meeting page, NVCAN will list Meeting Dates, with agendas, minutes, addenda as attachments
7. **Password protected pages.** It was unanimously agreed password protected pages are not required.
8. **Set up NVCAN emails.** After discussion, it was unanimously agreed NVCAN will have one contact email address ([info@nvcn.ca](mailto:info@nvcn.ca)). The Secretary will be responsible for handling any queries received.
9. **Posting emails on website.** After discussion, it was unanimously agreed that emails to NVCAN will not be posted to the website Where appropriate, a notice or bulletin, etc., will be circulated to the Board and/or the members.
10. **Authorize opening bank account.** As Corrie Kost has been reimbursed for the website costs, it was unanimously agreed that there is no need for a bank account at this time.

11. **August Potluck.** An August Potluck will be held on August 17, 6:00 p.m. at Northlands Golf Course. Open to all CA members and spouses. Secretary will email invitation with RSVP by August 10.
12. **Agenda for September meeting.** The NVCAN meeting date is tentatively scheduled for September 21. Secretary is to confirm room availability with DNV Staff in early September. Agenda will recap this meeting plus Community Affairs Roundtable.
13. **Update on DNV 125th Anniversary.** Various CAs are holding events and DNV is providing celebratory cakes where appropriate.
14. **Next Board Meeting?** The next Board Meeting will be called when required.
15. **Adjournment.** The meeting was adjourned at 9:10 pm.

## **Items to be approved at September NVCAN meeting**

### **Charter Members – Voting**

Association of Woodcroft Councils  
 Blueridge Community Association  
 Deep Cove Community Association  
 Delbrook Community Association  
 Edgemont and Upper Capilano Community Association  
 Lower Capilano Community Residents Association  
 Lynn Valley Community Association  
 Norgate Community Association  
 Norwood/Queens Community Association (including Evergreen)  
 Pemberton Heights Community Association  
 Seymour Community Association  
 Strathcona Community Association

***Motion needed***

### **Charter Non-Voting Members**

Inter River Community Association  
 Keith Lynn Brooksbank Community Association (emerging)  
 Maplewood Community Association

***Motion needed***

## **Rationale**

### **F. Charter Voting Members**

- Attendance at final structure development meeting and/or
- Constant support and attendance throughout the eight month process and/or
- Playing key role within community advancement in the DNV at this time

### **G. Charter Non-Voting Members**

- Currently emerging or re-emerging

***Motion needed***