

Dovercourt Recreation Association: Board Business for June 2016

Strategic Plan:

The Board received and approved an updated version of the Key Result Areas from our strategic retreat in March. These identify our focus for our three year plan, and provide staff and the board direction on setting priorities for our initiatives for 2017-2020. As well, work continues on fine tuning our Vision, Mission and Values statements. As these are fundamental, getting them right is critical to our success.

Election of Board Executive:

Our bylaws require that the renewed board elect the Board Executive at the next meeting following the AGM. We are delighted to see James Wishart continue as President, Helen Robert step up to the role of Vice President, Ruby Williams become our new Treasurer, and Louise Clément stand as our new Secretary.

Budget Assumptions:

The June meeting is also the point when staff present budget assumptions, which help guide the process of developing the 2017 operational budget that is presented to the board in November. This includes parameters such as limits to increases in fees, projected increases in costs, and any major changes or new expenditures forecast in the year to come.

Policy approval

It is the Board's responsibility to develop or approve policy to govern our operations. In this month, the board approved a new long term disability policy that sets out the parameters for support and accommodation for staff returning from a long term disability.

Board Calendar for 2016-17

A calendar of proposed dates and key focus for Board meetings was approved. Generally, the Board will meet the final Tuesday of each month, from 6 to 9 pm.

Subcommittee reports:

There are four standing subcommittees of the board, Finance and Accountability, Governance, Community Development, and Nominations, and one ad hoc subcommittee, Building Expansion and Fundraising. Each committee presents a brief report at the board meeting on their activities for the past month, and has the opportunity to place items for discussion, decision or information on the Board agenda.

- Finance and Accountability: The new software is still not presenting detailed financial reports, and we have been in touch with Legend to seek a fix. In the meantime, the committee has paid close attention to our other systems and reports that we are on track for budget to date.
- Governance: Presented for approval one new candidate for membership in the Association.
- Community Development: did not meet this month
- Nominations: did not meet this month.
- Building expansion and Fundraising: Updated the board with the fundraising report card, celebrated a donation from Farm Boy for \$5000 for our project.
- Executive: did not meet this month.

Dashboard:

All required documents have been submitted to Revenue Canada and The city of Ottawa as required. Due to issues with the Legend software, no detailed financial report was issued, however, expense and revenue tracking show that we continue to be on target for our 2016 budget.