

2012 Annual Report



STRATEGIC PLAN 2012-2017

Our mission is to provide opportunities for recreational, cultural and leisure programs and activities for the Sunset community.

President's Report

- ***Our vision is a healthy community where diverse cultures thrive, everyone belongs, and feels welcome to play, create and succeed in their own way.***
- Thank you to all of our excellent, hard working staff and group of volunteers. They make Sunset a true "Community" Centre.
- Our Preschool and Out of School Care continue to be one of the top rated in the City – keep up the good work!
- We invest heavily in the youth in our community, and it has paid huge dividends – keep up the good work!
- Our Fitness Centre was voted 3rd best on the East side of Vancouver for 2012 – keep up the good work!
- Our Canada Day event was another huge success! See you all on July 1, 2013.
- Summer Daycamps were a hit again this year, even though there is more competition. Keep offering quality programs, and people will return.
- Thank you to Niki Sharma for helping to move the start date of our Master Plan ahead - we can literally shave years off of the original timeline.
- We were able to install new seating and a new floor at Moberly Arts & Cultural Centre– they look great.
- We lost 2 great staff (Rink and Arts programmers) to City Wide reassignments, without any replacement in our staff budget from Park Board.
- Discussions between Park Board and Community Associations regarding a new Joint Operating Agreement are tense. We will do our best to maintain this system currently in place so we are able to continue providing the excellent programs and services that all members have come to expect.

Respectfully submitted

Karl Gulbransen

Community Recreation Supervisors Report

2012 was a year of ongoing changes and challenges with three new staff members joining us. Sandy Lim is our "Recreation Facility Clerk", Rob Senger is the "Maintenance Tech II" for the Sunset complex and Lorrie Wager is the "Arts Programmer" at Moberly. Thanks to Gerry Fraser, former Maintenance Tech II, as he enjoys his retirement.

We also saw the responsibilities for our "Arts and Rink programmers" expand to encompass other facilities. We are working to add to additional programming support.

The Park Board and Community Associations are working to establish an updated "Joint Operating Agreement". These discussions have been challenging and time consuming for the Association Executive as we also continue to work to engage more members of the community on our Association Committees.

Sunset Community Association and the City of Vancouver, Cultural Services Department, jointly funded the installation of a sprung floor at the Moberly Arts & Cultural Centre. This will provide a much needed dance space for Vancouver.

The Staff and Board continue to challenge each other in a positive manner to diversify our program and activity offerings.

Thanks to both for their support.

Respectfully submitted,

Doug Newstead

Community Recreation Supervisor



Program Committee

In 2012 the Program Committee continued to take the lead in developing and putting into action the new five-year Strategic Plan for the Sunset Community Association.

The year started with a Visioning Workshop for all staff and Board member to lead our work in the community and came up with: ***Our Vision is a healthy community where diverse cultures thrive, everyone belongs, and feels welcome to play, create and succeed in their own way.***

We followed this with a community Focus Group to identify and confirm the arts and recreation programming needs for Sunset. After many revisions, the final Strategic Plan was developed and rolled out in December 2012 and can be found at <http://mysunset.net/association-strategic-plan.htm>. It was a fantastic opportunity to chart our direction for the next five years, and had the continued support and involvement of community, staff, Board members and partners.

The Program Committee shortlisted 5 objectives to target for 2013:

Explore new partnerships with schools, centres and businesses to create joint programming and shared resources

Develop programmable arts and recreation for outdoor space.

Seek out a minimum of two new programs per year per facility.

Identify and manage resource shortages in program delivery (e.g. alternative marketing)

Explore options to maximize facility use.

We will continue to work on all the objectives, so look for more information on our revamped website, coming soon!

There were many staff changes over the year, so we said goodbye to Eva, Cyndy,....and said hello to Michelle, Mawi, etc. It has been a year of change, and yet the staff have continued to deliver highest quality programs with enthusiasm. Bravo!

Board of Directors

President	Karl Gulbransen
VP Programming	Cindy Hubbard
VP EOR	Bhalwinder Waraich
Treasurer	Phil Daum
Secretary	Kristen Vogel
Past President	Ken Thompson
Director	Marc Bains
Director	Manjit Dhillon
Director	Greg Hubbard
Director	Gurnam S Ranu
Director	Cst. Hardeep Sahota
Director	Avtar Singh Sandhu
Director	Kala Sing
Director	Tony Wong

Programming Staff

Community Recreation Supervisor	Doug Newstead
Recreation Programmer	Michele Rideout
Rink Programmer	Jukka Vuorma
Moberly Arts and Cultural Centre Programmer	Cyndy Chwelos
Preschool and Out of School Care Manager	Paramjeet Munday
Community Youth Worker	Paul Czene
Program Assistant & Special Events Coordinator	Mawi Bagon
Recreation Facility Clerk	Sandy Lim
Maintenance Technician	Rob Senger

Centre Programmer

2012 HIGHLIGHTS

- **Strategic Plan** - completed and rolled out
- **Areas of Responsibility** - change in area of responsibilities due to shift in Art and Rink Programmers city wide role – fitness, gym sports, seniors
- **Program Assistant** – hired June/July
- **New City Wide Committee** - South Regional Recreation Programmers – purpose is to develop and standardize future practices and procedures amongst all community centres.
- **Digital Piano** - purchased
- **Energy Champ** – increased energy expenditure awareness amongst staff. For example, the staff worked by natural light as much as possible. Recognition awards received
- **Fitness Centre Attendant** – duties and sign in book created
- **Faces of Your Community** – created a compilation of images of community members, staff and instructors
- **Instructor Orientation Package and Checklist** – created
- **Brochure Number Decrease** - reduced number of brochures printed from 9500 copies to 8500 for summer to 8250 for winter 2013



(L - R) Bhalwinder Warich, Vice President; Wai Young, M.P. Vancouver South; Ken Thompson, Past President.



2012 GOALS

GOALS ATTAINED

- **Strategic Visioning** - completed
- **Brochure standardized** – programs laid out alphabetical and chronological but branding tabled
- **Brochure timing** - improved and will go out even earlier for spring registration (one week)
- **Best use of space** – increased offerings of a variety of programs to all age groups to maximize room usage and discontinued programs that had below minimum enrollment preschool, children and adult art, language, dance, and sports programs
- **Preschool programs** – more preschool programs were offered on weekends and during the day time
- **Adult Programs** – several new adult art, language and fitness classes were offered
- **On line Preschool Registration** - was a success and helped alleviate lineups and was more efficient for those registering as well as for staff. Notes were made to make it even more efficient for the next on line registration which will take place in April
- **Piano Recital Guidelines** - created and forwarded to instructors

GOALS TABLED

Brochure Branding

Communication Board – created but not utilized

2013 GOALS

- **Brochure Distribution Update** - update delivery areas, postal walks, and postal routes
- **Strategic Plan** – begin to implement
- **Playgym Purchases/Re-structuring Program** - purchase new playgym equipment (climber, tunnel, books) and re-structure program to include more interactive play - parachute games, stories, and songs
- **Staff In-service** – scheduled for May



Preschool and Out of School Care Report

OVERVIEW

Another successful year for both programs serving the amazing Sunset neighbourhood. All staff strive to address the needs of our children and their families. With the support of Sunset Board, Community agencies/services, and families, we met our goals of keeping and enhancing the program quality, teaching young children, providing all inclusive programs, and a safe environment.

In May, 2012, it was very a great honour to receive a Child Care Legacy award from Ministry of Children and Families. Minister Mary McNeill presented the award which recognizes the valuable contribution made by Sunset Preschool, in shaping and developing the growth of young children in the community, for more than 40 years.

A total of 129 children including 3 with special needs were enrolled in preschool this year. Most of the children came from our neighbourhood but some from other communities such as Richmond, Burnaby and Surrey. Funding for additional staff to support children with special needs was provided from Vancouver Supported Child care. Networking with Kindergarten teachers at Henderson School continued throughout the year.

Out of School Care program served 37 children including 1 child with vision impairment. Funding for additional staff came from Vancouver Native Health Society. Pick up from Henderson, Sexsmith was provided by staff and school buses brought children from Douglas Annex plus Henderson Annex.

Finally, many thanks to board, Community centre staff, program staff for their continued support with licensed child care.



2012 HIGHLIGHTS

- **Field trips:** Vancouver Aquarium, Science World, Richmond Country farms, Britannia Museum, Maplewood farms, BC Hall of Fame, Grouse Mountain and Water Park.
- **Themes:** Along with the basic concepts of getting ready for Kindergarten following themes were explored; self-awareness, Health and Nutrition, Senses, Family/Community, Weather/ Seasons, Sea life, Farm animals, Space and many fun activities to enrich both programs
- **Family participation:** Pot- luck luncheons/ dinners, sports day, parent/teacher conferences, field trips, library, special events and holiday celebration
- **Professional Development:** Puppetry workshop (In house), Visit to Reggio Emilia exhibit, Early Childhood Educators of BC Conference, School Age Child Care Conference
- **Penny Drive:** \$500 collected in pennies and donated to Children's Hospital
- **Equipment:** Tricycles, Tunnels, Couch for school age children, Bean bag chairs and helmets were acquired through the equipment grant from Ministry of Children & families.

2013 GOALS

- Playground for school age children
- Noise level reduction in classroom 1 and floors for both classrooms



Funding Sources:

Parent fees, Child care subsidies and following;

- Child Care Enhancement Grant (civic) \$22,184
- Operating Funding
(Min. of Children & Families) 42,408
- Vancouver Native Health Society 42,500
- Equipment Funding
(Ministry of Children & Families) 2,000
- Vancouver Supported Child care 3,214

Total funds other than fees and subsidies

\$112,306

Community Partnership/Resources:

- Vancouver Coastal health (Licensing, Health Nurse, Vision and Dental checkup)
- Public Library, Ministry of Children and Families, Centre For Ability,
- Supported Child care,
- Native Health Society,
- West Coast Child Care Resource centre,
- Network 6,
- Vancouver School Board,
- John Henderson and Sexsmith Elementary Schools

Sunset

COMMUNITY ASSOCIATION

STRATEGIC PLAN 2013-2017

Our vision is a healthy community where diverse cultures thrive, everyone belongs, and feels welcome to play, create and succeed in their own way.



Community
Building,
Belonging &
Partnerships

● Increase community involvement and sense of belonging

● Strengthen & expand partnerships and relationships



- 1** Sunset Community Centre
6810 Main Street (Between 51st & 53rd)
- 2** Sunset Ice Rink
390 East 51st Avenue (At Prince Edward)
- 3** Moberly Arts & Cultural Centre
7646 Prince Albert Street (Between 59th & 61st)



WHAT'S IN A COMMUNITY CENTRE

The Sunset Complex is made up of 3 facilities: the Sunset Community Association & the Vancouver Community Centre, Moberly Arts and Cultural Centre, and the Sunset Ice Rink. We have everything you need for leisure & cultural activities right here in the heart of the community.



Responsive and Innovative Arts & Recreation Programs

Strong Leadership & Administration of Resources for our Community

- Develop arts and recreation programs that reflect needs of Sunset community

- Maximize use of outdoor areas and green space

- Govern Association with effective and transparent policies and procedures

- Improve and maintain facilities and infrastructure

- Develop communications and fundraising strategies

CENTRE?

Facilities jointly operated by the Vancouver Parks Board: Sunset Cultural Centre, and Sunset Community Centre. Come and indulge in arts, recreation, and more in your neighbourhood.



SINCE 1953...

the Sunset Community Association has been led by a committed group of volunteers dedicated to providing arts and recreation services for all our community members. We moved from the old centre in 2007, into our beautiful new building designed by local architect Bing Thom.

FAMILIES & FRIENDS

Our staff, volunteers, youth and elders live and work in South Vancouver and strive to make the Sunset facilities a fun, safe and welcoming space. Volunteers are key to the success of our community and we encourage you to join us to make Sunset a healthy and vibrant community. Be a part of your Sunset!

WOULD YOU LIKE TO GET INVOLVED?

CALL 604-718-6505

EMAIL sunsetcc@vancouver.ca

VISIT US ONLINE

www.mysunset.net

Sunset Ice Rink

2012 GOALS

Park Board Skate Lessons – Park Board website - online Skate Lesson Registration procedures and online payment accounts.

Sunset Ice Rink – 2012 Spring Maintenance Closure – July 1st – September 12, 2012

Beginning last July 9th I officially became the PB East region, Rink Programmer for Killarney, Sunset and Trout Lake Ice rinks.

In moving to a Park Board “functional-model” I have focused on the following objectives:

- Maintain the quality service standards , operations and SN Rink staff team building
- PB Website, staff Wiki Page including online school and Winter Holiday Ice rental registration
- PA III – Head Instructor hiring and PA III – Core Job Duties Manual
- Align resources and responsibilities with Park Board’s priority principles and Strategic directions
- I have met weekly with the PB Rink programmer team and with Doug Newstead to review and implement the East regional PB Rink model.

A special thanks to the Sunset Rink Staff team for all their continued support during the transition to the Park Board regional model.



2013 Goals & Objectives

- Hiring Sunset Rink: Head Cashier and Cashier Receptionist positions
- **After 30+ years Sue Cabral, Head Cashier, and Barb Wright, Cashier Receptionist, will be retiring.** A special thanks for all their dedication and commitment throughout the years and loyal customers who will miss them.



(L - R) Sue Cabral and Barb Wright.

- Evaluation of the Regional model - PA III – Head Instructor positions.
- Ongoing updates to the PB website and PBWiki Sharepoint server
- Developing Park Board Learn to Skate and Arena program standards.
- Re-align the Rink office and administrative support services.



Seniors / Older Adult Programs

Actions - 2012:

- **South Vancouver Seniors Hub, Multicultural Spring Festival** Thurs. March 29th – Champlain Heights C.C. – Multicultural workshops including interactive & static displays; main stage music and dance performances engaging approximately 500 seniors from the Sunset and South Vancouver communities.
- **Line Dancing – Spring Gala** Sun. May 20th – 12-3:00pm – Line Dancing Gala celebration with afternoon fun and music themed from a variety of Western Asian and Latin style line dancing with a variety of multi-ethnic refreshments for approximately 40+ seniors participants hosted by the Sunset Line dancers.
- **Park Board Seniors Week “Walk your way into Sport and Physical Activity”** May 29 – June 8 A variety of Fitness, Sport and Physical Activities were offered such as Gentle Fit, Zumba Dance, Pickleball, and Strength training for approximately 25+ Older Adult/Seniors.
- **Seniors Week Celebration, Intergenerational “Spring Appreciation Tea”** June 5th 4:15-5:30pm. 100 Seniors and 32 youth participants from David Thompson Sec. and South Van Youth Leadership program. Vancouver Sun – South Van History – Vancouver Sun newspaper – historical guest speaker; Youth archipelago singers; games and draw prizes.
- **Initiated “Forever Young Social Club”**, newsletter outlining Sunset’s Senior’s offerings each season
- **New program – Taste of the World Senior’s Luncheon** (offered 3rd Tuesday of each month)
- Stopped offering costly “Enjoy Travel” tours and started **putting together low cost out trips by partnering with Hillcrest CC and Killarney CC to lower costs for Senior’s** and also socializing with other likeminded Seniors from other neighbourhoods

2013 GOALS

- Continue visiting with Senior’s groups when they are at Sunset to always ask for input and have some Centre presence/representation attached with their recreation (not just leaving them alone)
- Raise attendance and promote our partnered out trips and luncheons
- Recognize our Senior volunteers and continue to try to build the “Forever Young Social Club”, eventually turning it into a committee that meets regularly (maybe once per season to start), so that we can have Seniors choose the programs that they would like to see offered by Sunset CC



Fauja Singh, centre dressed in black, is a 101 year old marathon runner who was the oldest torch bearer at the London 2012 Olympics. Mr. Singh visited Sunset Community Centre's Thursday senior Indo-Canadian men's group on October 5th.



Moberly Arts and Cultural Centre

2012 Highlights

2012 saw a marked increase of usage at Moberly Arts & Cultural Centre including: new performances; innovative programming; audience attendance; and expanded opportunities for artists to rehearse and produce new work.

Factors contributing to this increase;

1) Facility upgrade

- Replaced the theatre curtains and rail system making it easier and more efficient to 'build' the black box thus reducing barriers to use.
- installed 'to code' raked theatre seating courtesy Shadbolt Arts Centre

2) Something Collective

- Presence of this onsite collective saw an increase in community participation through engaged arts programming, and an increase in artists partnering with and utilizing Moberly as a cultural space.

As the Arts Programmer for this south Vancouver community ***my goal is to increase the access to a diverse range of arts programming through partnerships, grants and workshop/class offerings.***

Through participation in creative processes, Moberly provides art opportunities to build new skills while strengthening community connections with the aim to create a deeper sense of belonging.



CLOUDSCAPE

2012 ACHIEVEMENTS

- Something Collective developed and delivered (ongoing), **We are Here** a community mapping project. It was launched at the strategic planning workshop with board members, staff and invited guests.
- Awarded a City of Vancouver infrastructure grant to upgrade dance floor to a professional standard and replace all the current vinyl upstairs
- Installed proper theatre seating
- Continued a supportive partnership with South Asian Family Association (SAFA) to program and deliver Creative Remix 3. The success of this program will have us extend to 6 weeks in 2013. SAFA also provides funding for the MACC Girls Club, an after school fine arts program.
- Developed and produced The Interplay Project #2

2012 PARTNERSHIPS

- The **Vancouver Intercultural Orchestra (VICO)**: rehearsal space in exchange for professional world music performances
- The **Contemporary Art Gallery** screening of contemporary art films for young people
- **Art for Impact**: performance space in exchange for movement workshops
- **Arts for Conscience**: performance space in exchange for a theatrical performance
- **Access Services (COV)**: provide program space for an adapted musical program that culminates in a June performance
- Over 3000 people have visited the **Moberly blog**
- **The Bakers Market** continues to bring this unique 'farmers market' to the Sunset neighbourhood. This is a revenue stream which fits nicely with our cultural mandate and increases audience involvement.
- Launched the city-wide Fieldhouse residency which brings **Cloudscape Comics** to the South Memorial Fieldhouse.



2013 GOALS

- Continue to maintain the rigor of arts & cultural programming at Moberly, while realizing that the arts programmer position includes a city-wide component operating as a regional consultant and working on city wide projects. The aim is to connect with other regional community centres to strengthen arts programming in community life and create city wide projects that enhance arts involvement.
- Produce Interplay project #3
- Develop and offer Creative Remix 4 for the month of July- August, expanding the program by 2 weeks in response to community need and interest.
- Something Collective: complete We are Here- a community mapping project
- Arts, Health & Seniors project begins Sept 2013- dance artist Jacci Collins will work with seniors on a weekly basis throughout a 10 month time period culminating in a performance during senior's week at the Roundhouse Community Centre. This marks the first of a four year funded project from Coastal Health and City of Vancouver, Park Board.
- Connect Cloudscape Comics Society with community in diverse kinds of ways in order to create participatory opportunities to this unique group of artists.
- Co-produce LINK with the Roundhouse, Creekside and The Shadbolt and host the performance at Moberly-celebrating this new sprung floor.

Complete the facility upgrade- professional sprung dance floor and new vinyl throughout.

Community Youth Work

The **role of the Community Youth Worker** is to:

- meet youth beyond the walls of the Community Centre
- serve as link to a network of positive resources
- serve as a resource directly to children, youth & families
- Create opportunities in the local community for youth to participate in and develop their passions.

Guided by the ***City of Vancouver's Civic Youth Strategy*** "in order to create the opportunity for young people to be partners in determining the future of Vancouver":

- Ensure that youth have "a place" in the city
- Ensure a strong youth voice in decision-making
- Promote youth as a resource to the City
- Strengthen the support base for youth in the city.

Program and project implementation will be based on the following three principles:

- Strong youth involvement
- Youth partnership in planning and implementation
- Assistance & Support rather than control & management

Sunset's Community Youth Work utilizes play and relationship building to grow programs. Word of mouth is the primary means of program promotion.



2012 GOALS

- Girls Sports Development
- Memorial South Fieldhouse Youth Environment Hub
- Increase Girls Summer programming
- John Oliver Secondary Basketball Partnership
- Volunteer Development Strategy

2012 OUTCOMES

- Summer Girl's sports program was initiated and developed by John Oliver graduate Neha Shukla to develop physical literacy skills in a safe social setting
- Memorial South Fieldhouse is now shared between the Cloudscape Comic Box Collective and Sunset's youth programs
 - Youth use the living room & downstairs workshop. Share kitchen.
 - Grew summer garden with gr. 10 John Oliver Student Sukhpreet Shergill
- John Oliver Basketball partnership developed through developing relationships with the grade 8 basketball players and informing youth of available drop in gym time
- Volunteer Development Strategy is now shared between Community Youth Worker and the Program Assistant Mawi Bagon.
 - 3 youth, one each from David Thompson, John Oliver and Churchill secondary, were designated as Sunset's ambassadors to recruit youth volunteers from their own school
- Canadian Tire Jumpstart provided 5 light-weight wrestling mats for use with elementary students.

2013 GOALS

- Implement Sunset Youth Staff Change initiative lead by Langara Business students of which one, Jade Solacito, was involved at Sunset as a youth

Short Term Change Plan:

Quarterly Staff Meetings with both adult and youth staff

Implement Uniforms. T-shirts with vintage Sunset logo on back.



Increase responsibility of Senior staff

Sunset Youth Staff Expectations Manual

Long Term Change Plan

Seasonal staff evaluations based on expectations manual

New Hire Group Orientations

Specialized Training & Workshops

- Increase gardening production on existing plots at Sunset, Ross and Memorial South parks
- Youth Lead Leadership program which fundraises for different charities throughout the year
- Partnership with Henderson Elementary Inner City School Lead Teacher with programs for grades 3 - 7
- Partnership with Mackenzie Elementary in developing linkage to Memorial South park
- Partnership with Marine Dr. Best Buy's Community Volunteer program
- Partnership with Vancouver Foundation Youth Vital Signs
- Grow Basketball. Girls Sports and Conditioning programs

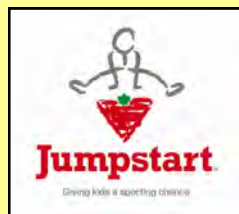


Sunset Community Association Director & Vancouver Police Department Constable **Hardeep Sahota** presents the Clayton Cameron Memorial Award for Community Service and \$500.00 to John Oliver graduate **Neha Shukla**.

Neighbourhood Changes

- Parents of elementary aged children are now seeking structured programs with defined outcomes, not comfortable with unstructured play
- Youth population has switched to a majority of Filipino youth which brings a greater interest in basketball

Canadian Tire—Jumpstart Program



Sunset's Partnership with Canadian Tire has been invaluable in providing low or no cost programs for children and youth in the Sunset area. Especially during the summer

Jumpstart has allowed subsidies of children and youth in summer daycamps & sports camps. Canadian Tire provides on average \$11,000.00 dollars a year that Sunset distributes to as many children and youth as possible.

GOALS & OBJECTIVES

Increase community involvement & sense of belonging

- Assess and identify community needs and barriers to participation
- Track current membership and demographic info of community members
- Develop recruitment strategy to attract and recognize volunteers
- Increase language capabilities of staff and instructors to better serve community
- Develop programs to increase community engagement and ownership
- Continue to actively organize, support and participate in community events

Strengthen & expand partnerships & relationships

- Cultivate and maintain effective working relationships with elected Commissioners & Parks Board staff
- Finalize and implement new Joint Operating Agreement with Parks Board
- Invite government officials to Sunset and Moberly activities, Association meetings, community events
- Invite other Associations to attend our Board meetings & attend others' meetings
- Explore new partnerships with schools, centres & businesses to create joint programming and shared resources

Develop arts and recreation programs that reflect needs of Sunset community

- Determine programming needs and priorities for core programs
- Assess and identify alternative programming for under-served populations
- Seek out a minimum of two new programs per year per facility
- Identify and manage resource shortages in program delivery
- Explore options to maximize facility use

Maximize use of outdoor areas and green space

- Facilitate planning dollars through Parks Board for master planning of green spaces around Sunset
- Initiate and expand partnerships and opportunities for eco-initiatives
- Develop programmable arts and recreation activities for outdoor space

Govern the Association with effective and transparent policies and procedures

- Create and use standardized annual planning, budget and reporting templates
- Define and draft human resource policies for staff and contractors
- Analyze Association structure and operations and define human resources requirements
- Develop orientation package for new Board members
- Identify and support training needs for staff and Board members
- Conduct quarterly and annual review of strategic, operational & financial plans

Maintain and improve facilities and infrastructure

- Create an inventory of existing infrastructure, a maintenance schedule and a priority list of needed equipment
- Establish regular purchasing schedule through quarterly expenditure review
- Identify and compile budget gaps for maintenance, equipment, and large capital items

Develop communication and fundraising strategies

- Create a communication/branding strategy for the Sunset Complex
- Create a fundraising strategy to attract revenue and contributions to support the community