



September 20, 2019

TO: Park Board Chair and Commissioners
FROM: General Manager – Vancouver Board of Parks and Recreation
SUBJECT: Park Board Meeting Dates - 2020 Schedule

RECOMMENDATION

THAT the Vancouver Park Board approve the Committee and Regular Board meeting dates for 2020 as outlined below, with Committee meetings commencing at 6:30pm and Regular Board meetings immediately following:

January 20	February 10 February 24	March 09 March 30
April 27	May 11 May 25	June 08 June 22
July 06 July 20	August BREAK	September 21
October 05 October 19	November 02 November 23	December 07

AND FURTHER THAT the Vancouver Park Board reserve every Tuesday evening following the above-noted meeting dates, commencing at 5:30pm, for In Camera meetings as needed and to reconvene any recessed Committee or Regular Board meetings.

BOARD POLICY

As per Section 3 of the [Vancouver Park Board Procedure By-Laws](#), the General Manager shall recommend a schedule of Regular Board Meetings and Committee Meetings for consideration by the Board. Upon approval by a resolution of the Board, the annual meeting schedule will be published on the Vancouver Park Board website.

BACKGROUND

Park Board Committee and Regular Board meetings are typically held on Monday evenings on a bi-weekly basis, except when impacted by statutory holidays, special events, or other seasonal breaks. To facilitate the coordination and timing of cross-departmental projects and reporting, Park Board meetings are scheduled to align with the City of Vancouver's Regular Council meeting dates whenever possible.

In November 2018, the Board approved continuing the practice of setting the Committee meeting start times to 6:30pm, with the Regular Board meetings to immediately follow. This earlier start time, initially introduced in October 2017, provides additional time to address Board business and reduces the need to extend meetings past the regular 10:00pm adjournment time. Additionally, it was agreed that the Tuesday evenings following each scheduled Park Board

meeting would be held as reserve for the reconvening of any recessed meetings, or if needed for other meetings.

DISCUSSION

Staff recommend continuing with the 6:30pm Committee meeting start time, with Regular Board meetings convened after Committee, and that the following Tuesday evening be held on reserve as needed. The calendar in Appendix A reflects the proposed Park Board Meeting Dates, reserve dates, and the approved Regular Council meeting dates for 2020. Should the Board need to meet In Camera (meetings closed to the public as per the criteria set in [Section 165.2\(1\)](#) of the [Vancouver Charter](#)), these meetings will be scheduled to precede or immediately follow public meetings held on either Monday or Tuesday evenings whenever possible.

SUMMARY

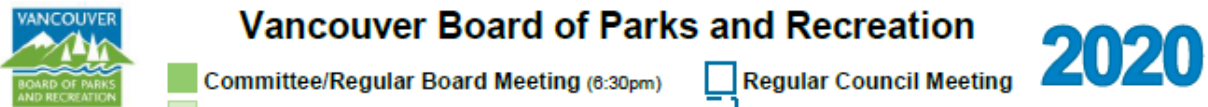
Staff propose the dates highlighted in the calendar included in Appendix A, and as outlined above in the Recommendation, as the schedule for the Committee and Regular Board meetings for 2020.

General Manager's Office
Vancouver Board of Parks and Recreation
Vancouver, BC

Prepared by:
Cheryl Chan – Manager, Executive Office & Board Relations

/clc

Park Board Meeting Dates - 2020 Schedule

																				
January							February							March						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1	1	2	3	4	5	6	7
5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28
26	27	28	29	30	31		23	24	25	26	27	28	29	29	30	31				
April							May							June						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4						1	2	31	1	2	3	4	5	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				
July							August							September						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4	2	3	4	5	6	7	8			1	2	3	4	5
5	6	7	8	9	10	11	9	10	11	12	13	14	15	6	7	8	9	10	11	12
12	13	14	15	16	17	18	16	17	18	19	20	21	22	13	14	15	16	17	18	19
19	20	21	22	23	24	25	23	24	25	26	27	28	29	20	21	22	23	24	25	26
26	27	28	29	30	31	1	30	31						27	28	29	30			
October							November							December						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
25	26	27	28	29	30	31	29	30						27	28	29	30	31	1	2

Stat Holidays
Other Dates