

To: Regional and Corporate Services Committee
From: Jaime Schween, Manager of Corporate Administration

Date: 2018-01-10
File No: 0110-01

Subject: Boardroom Improvements Update

INTENT

This report is intended to advise the Regional and Corporate Services Committee of information pertaining to improvements to the FVRD Boardroom. Staff is not looking for are not looking for a recommendation and has forwarded this information should members want more clarification to discuss the item further.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

At the October 12, 2017 Regional and Corporate Services meeting, staff provided a report for information on upcoming improvements to the FVRD Boardroom. This report is being provided to keep the Committee updated on the improvements as they are being undertaken.

DISCUSSION

The FVRD built the new corporate offices located at 45950 Cheam Avenue in 2003. As 15 years have now passed since the opening of the corporate offices, the fourth floor Boardroom is in need of a refresh and update to the carpet, tables and technology.

The existing carpet in the Boardroom and Director's office, as well as the laminate in the Boardroom kitchen has become worn and outdated. Staff has worked with local flooring vendors to update the space with flooring that is modern, cost effective and meets low emission testing standards. The flooring has been delivered, and installation will take place during the week of January 15, 2018.

The current Boardroom tables have started to show signs of wear and tear, and the current configuration poses challenges with visibility amongst our 23 Directors. Staff is working to have a new, modern circular Boardroom table installed, which will also assist with greater microphone connectivity during meetings. Staff is working to have the new table installed in Spring 2018.

Additional technology changes are being planned to address ongoing challenges with the audio system and desktop microphones, and Staff is working to have these items addressed as soon as possible.

COST

Funds for these upgrades have been allocated as part of the budget process.

COMMENTS BY:

Mike Veenbaas, Director of Financial Services

Reviewed and supported.

Paul Gipps, Chief Administrative Officer

Reviewed and supported