



BOARD OF MANAGEMENT

of The 519 Church Street Community Centre

MEETING MINUTES

for the meeting held on
January 26, 2015
2014-2015 Meeting #4

| Meeting Attendance | |
|---------------------------------------|---|
| Board Members and Staff | |
| Attending: | Margo Foster, Michelle Walker, Wesley Watson, Dan Boyer, Jacob Porpossian, Paul Bent, Nicki Monahan, Tom Lewis, Luc Levasseur |
| Staff: | Maura Lawless (Executive Director), Matthew Cutler (Director, Strategic Partnership Initiatives), John Farrell (Director, Development), Becky McFarlane (Director, Programs and Community Services) |
| Regrets: | Tyler Fleming |
| Recording Secretary: | Grant Lehmann (Senior Consultant, Policy & Business Systems) |
| Guests: | Lisa Gore-Duplessis (Manager, Direct Services) |
| Meeting Minutes | |
| 1. Quorum Confirmed / Visitors | |
| | Margo Foster opened the meeting at 6:28. |
| 2. Approval of agenda | |
| MOVED BY | Wesley Watson |

SECONDED BY

Nicki Monahan

THAT

the agenda be approved as circulated,
with the addition of one item of
correspondence (Item #12).

DECISION

Carried.

3. Approval of minutes

MOVED BY

Jacob Porpossian

SECONDED BY

Dan Boyer

THAT

the meeting of the Board of Management be moved in-
camera to review the in-camera minutes from December
15th pertaining to the 2015 capital and operating budgets,
the reason being labour relations or employee negotiations
considered

DECISION

Carried

MOVED BY Paul Bent

SECONDED BY Dan Boyer

THAT the meeting of the Board of Management be resumed ex-camera.

DECISION **Carried**

MOVED BY Michelle Walker

SECONDED BY Tom Lewis

THAT the minutes from the December 15, 2014 meeting of the Board of
Management, including in-camera minutes, be approved as circulated with
an adjustment to the heading used for item #10, replace "End of Year
Accounts Receivable" with "Utilization of the Line of Credit".

DECISION **Carried**

4. Declaration of conflicts of interest

No conflicts of interest.

5. Agency Business

Presentation Direct Services

Lisa Gore Duplessis and Becky McFarlane reviewed a presentation on The 519's Direct Services and the briefing materials circulated in advance.

January Agency Business Report

Becky and Matthew Cutler reviewed the January Agency Report as circulated.

City of Toronto Drop-In Services (Becky)

Becky reviewed that all agencies who have previously received this funding are being asked to re-apply. The re-application process will allow for a review of the effectiveness of funded drop-in programs, and create unique opportunity to request service / funding increases. The 519 is seeking additional funding to expand programs, including a new Saturday evening programming (expansion of Among Friends Refugee Support, with a focus on housing support), additional LGBT Seniors programming, and new youth-specific program. Funding is for a period of five (5) years.

City of Toronto Acquisitions (Becky)

Funding sought to bring community kitchen up to code, increase capacity, allow for more effective use in connection with programs, services and social enterprise activities.

Greenshield Foundation (Becky)

Becky discussed how this proposal links to existing programs, and the need for workers who understand experiences of trauma to facilitate connections to health care. The proposed position would include some case management functions for those who require long-term or sustained assistance, support, or referrals.

Margo Foster asked if there was feedback related to an unsuccessful application in 2014. Becky outlined that the foundation received a significant number of proposals. In 2015 the funder has narrowed the parameters of the call for proposals, including focusing on health care navigation and support for uninsured individuals. The agency has developed a proposal which seeks to operate with these updated parameters.

Canadian's Women Foundation (Becky)

Have applied previously and were not successful. Last year's submission related to supporting Trans women with experiences of violence. Becky has contacted funder to look at how The

519 can support the foundation through education and inclusion training initiatives. The proposal seeks funding in connection to the “Women on Top” program, which will provide supports to women with experiences of violence including refugees, newcomers and Trans women.

Ontario Sport and Recreation Communities Fund

(Provincial / Regional) (Matthew)

Have previously received funding for the *Healthy TransActions* program. The 519 has already submitted a letter of intent and has been invited by the funder to submit an application.

Tom Lewis asked if these grants are included in the 2015 budget. Matthew confirmed they are not.

Margo asked if the Sport Inclusion Summit is contingent on receipt of funding. Matthew identified that there are current budget pressures in relation to the summit; this funding will allow opportunities to enhance programming and address existing shortfalls.

| | |
|--------------------|--|
| MOVED BY | Jacob Porpossian |
| SECONDED BY | Nicki Monahan |
| THAT | the Board of Management approve an application to City of Toronto Drop-In Services for up to the amount of \$198,809 to support maintaining Meal Trans and Sunday Drop-In programs. |
| DECISION | Carried |
| MOVED BY | Jacob Porpossian |
| SECONDED BY | Tom Lewis |
| THAT | the Board of Management approve an application to City of Toronto acquisitions for up to \$50,000 to enhance the community kitchen and increase capacity for drop-in programming and social enterprise training. |
| DECISION | Carried |
| MOVED BY | Tom Lewis |
| SECONDED BY | Paul Bent |

THAT the Board of Management approve an application to the Greenshield Foundation Community Giving Program for up to \$187,500 to develop a new program which facilitates health care access for clients, with a focus on trauma-based referrals.

DECISION Carried

MOVED BY Nicki Monhan

SECONDED BY Dan Boyer

THAT the Board of Management approve an application to the Canadian Women's Foundation, Violence Prevention Grant for up to \$25,000 to offer weekly support groups for women who are survivors of violence.

DECISION Carried

MOVED BY Tom Lewis

SECONDED BY Wesley Watson

THAT the Board of Management approve an application to the Ontario Sport and Recreation Communities Fund: Provincial Stream for up to \$150,000 to support an International Sport Inclusion Summit and provide intensive LGBTQ-inclusion training / support to three (3) organizations as a pilot project.

DECISION Carried

MOVED BY Wesley Watson

SECONDED BY Nicki Monahan

THAT that the Board of Management approve an application to the Ontario Sport and Recreation Communities Fund: Regional Stream for up to \$150,000 to train LGBT newcomers as Peer Facilitators in coaching, facilitation and fundamental movement.

DECISION Carried

6. Chair Report / Executive Committee

Margo extended thanks to Board Members for generous support of the centre, 100% Board giving was achieved in 2014.

Board Standing Committees

Requested that Board members review the committee structure document, including the need for committees to develop annual work plans. Committee work plans facilitate Board Members being active in advancing business for discussion at the Board meetings. The document also outlines the roles of the Chair and Vice-Chairs. Margo reminded that the Vice-Chair role includes working with staff liaison to prepare committee reports for the Board.

MOVED BY Nicki Monahan

SECONDED BY Tom Lewis

THAT the following Board Members be appointed to the standing committees of the Board of Management:

- Nicki Monahan – Strategic and Program Planning
- Tom Lewis – Human Resources and Governance

DECISION Carried

7. Executive Director's Report

January Executive Director's Report

Maura Lawless advised that The 519 has not received a response from the City of Toronto's Human Resources Compensation unit in relation to the 2015 operating budget.

2015 Sport and Recreation Project Goals Report

Maura reviewed the 2015 project goals and timelines as distributed. The 519 will be taking a report forward to Toronto City Council the first week of May. The City Manager has requested a meeting with Infrastructure Ontario to discuss proceedings in relation to negotiation for the Wheelhouse and Foundry site. Met with Josie Scioli (City of Toronto, Chief Corporate Officer) who will take a leadership role in advancing negotiations with the province. Work is also advancing in relation to establishing the development board for the project. The City of Toronto indicated that the report going forward to Council in May will include a capital commitment from the City in relation to the project.

Currently working to finalize contracts for Pilot PMR and National in relation to supporting communications strategies. Pilot also working to advance The 519's website redevelopment. An organizational communications strategy will be developed to include re-branding, and supporting work related to the sport and recreation project. Maura provided a high-level

overview of key dates related to communications planning.

In November, Matthew Cutler and Maura advised they would be meeting with the PrideHouseTO co-chairs to review work with proximity of upcoming games. The meeting has been scheduled to take place this week.

Tom Lewis asked about concerns outlined in the ED report related to the United Way. Maura advised that The 519 is scheduled to meet with the United Way to discuss the handling of The 519's re-application file. This conversation will be an opportunity to identify issues and/or areas of disagreement and to respond to some of the United Way's identified concerns. Following the meeting, Maura to report back to the Board with any follow up steps required.

Tom Lewis asked about concerns outlined in the ED report related to the United Way. Maura advised that The 519 is scheduled to meet with the United Way to discuss the handling of The 519's re-application file. This conversation will be an opportunity to identify issues and/or areas of disagreement and to respond to some of the United Way's identified concerns. Following the meeting, Maura to report back to the Board with any follow up steps required.

8. Strategic and Program Planning Committee

No formal report.

9. Resource Development Committee

Luc Levasseur review that at first committee meeting for 2015 John Farrell provided a review of 2014. The 519 was able to meet all of its fundraising targets, including for the Annual Gala and Green Space Festival. The Committee expressed its thanks to John, Maura Lawless and all of the staff who supported these initiatives. Luc also noted that the end of year appeal campaign solicited some major gifts, resulting in stronger giving numbers.

John also provided key highlights of the 2015 development plan. Looking to increase corporate sponsorship through a new corporate partnership program. More information to be provided at future meetings. Luc invited input from Board members in relation to cultivation of new corporate partnerships, etc. In 2015,, with the website redevelopment, it is will also be easier for individuals to donate online. Luc noted Green Space sponsorship targets have been increased for 2015.

Luc reviewed committee discussion (as outlined in the committee report) in relation to the Honorary Chair role for the Green Space Festival in 2015.

RDC will be adding a few new centre-members who are not currently serving on the Board, opportunity to bring new experience, ideas, and connections to the Committee. Luc provided a reminder to Board members about the third-party fundraising event, art sale. The family of Will Munroe was excited to hear that there is progress in the development of the fund, have provided a proposal that the fund be used to support members of the community who have cancer and are in financial need.

MOVED BY Wesley Watson

SECONDED BY Tom Lewis

THAT Luc Levasseur be appointed the Chair of the Resource Development Committee for the 2014-2015 term.

DECISION **Carried**

MOVED BY Wesley Watson

SECONDED BY Paul Bent

THAT Jacob Porpossian be appointed the Vice-Chair of the Resource Development Committee for the 2014-2015 term.

DECISION **Carried**

MOVED BY Jacob Porpossian

SECONDED BY Wesley Watson

THAT at the recommendation of the Nominations and Resource Development Committees, Nicholas Fozard and Louis-Michel Taillefer be appointed as Centre-members of the Resource Development Committee for the 2014-2015 term.

DECISION **Carried**

MOVED BY Wesley Watson

SECONDED BY Tom Lewis

THAT a position of Chair, Green Space Festival Committee be created for a one-year term and that the role of Chair include: liaising with the Executive, Board and Resource Development Committee; serving as public face of the event; managing the ambassador program; leading the development and implementation of the social media strategy; leading related policy development; and supporting the fundraising program.

DECISION **Carried**

MOVED BY Tom Lewis

SECONDED BY Michelle Walker

THAT Jacob Porpossian be appointed as the Chair, Green Space Festival Committee for the 2014-2015 term.

DECISION Carried

10 Finance Committee

No formal report.

11 Human Resources and Governance Committee

No formal report.

12 Correspondence

Welch LLP, 2014 Audit Approach

Maura Lawless reviewed the letter received via the Board Chair outlining the next steps for the 2014 Audit.

MOVED BY Dan Boyer

SECONDED BY Jacob Porpossian

THAT the Board of Management acknowledge that Welch LLP will be conducting the 2014 audit and has received notification as such.

DECISION Carried

13 Emerging Issues

No emerging issues identified.

14 Other Business

No other business was raised.

MOVED BY Tom Lewis

SECONDED BY

Michelle Walker

THAT

the meeting of the Board of Management be adjourned.

DECISION

Carried.

Next Board Meeting

The next regular Board meeting will take place on February 23, 2015.