



BOARD OF MANAGEMENT

of The 519 Church Street Community Centre

MEETING MINUTES

for the meeting held on April 28, 2014
2013-2014 Meeting # 7

Meeting Attendance	
Board Members and Staff	
Attending:	Angeline Ico, Dan Boyer, Jacob Porpossian, Tyler Fleming, Tom Lewis, Luc Levasseur, Scott Bomhof, Margo Foster, Stephen Menon, Michelle Walker
Staff:	Rick McCarty (Director – Finance and Facilities Services), Maura Lawless (Executive Director)
Recording Secretary:	Grant Lehmann (Senior Consultant – Policy, Administration and Executive Management)
Regrets:	Paul Bent, Councillor Krysten Wong-Tam
Guests:	N/A

Meeting Minutes

Welcome

Tyler Fleming opened the meeting at 6:34 PM

1. Approval of agenda

MOVED BY	Tom Lewis
SECONDED BY	Margo Foster
THAT	The agenda be approved with addition of an informal report from the S.P.P. Committee.
DECISION	Carried

2. Quorum Confirmed - Visitors

Confirmed a quorum, no visitors.

3. Approval of minutes

MOVED BY	Margo Foster
SECONDED BY	Tom Lewis
THAT	The meeting of the Board of Management be moved <i>in camera</i> to review the <i>in camera</i> minutes of March 31, 2014
DECISION	Carried

MOVED BY	Scott Bomhof
SECONDED BY	Angeline Ico
THAT	The meeting of the Board Management be resumed ex camera.
DECISION	Carried

MOVED BY	Daniel Boyer
SECONDED BY	Scott Bomhof
THAT	The minutes of the Board of Management meeting for March 31, 2014 be approved as circulated.
DECISION	Carried

4. Declaration of conflicts of interest

Scott identified conflict of interest regarding the Sport and Recreation Centre project.

5. Agency Business

No business.

6. Chair Report / Executive Committee

Starry Night Invitations

Reminded members of the upcoming Green Space launch. Board members to send John Farrell. a list of Starry Night invitees, focus on potential donors of \$500 or more, corporate sponsors, and media contacts to generate interest in the event.

Club 519

Club 519 launches Thursday morning. Jacob added that e-mails went out to advise past donors that passes will be on sale at 8:00am through FormStack. Staff have received positive responses following the e-mail communication. Approximately 300 passes will be available for sale to the general public. Will be open only to previous donors (who received e-mail) between 8:00am to 1:00pm. Purchases will be open to the public after 1:00pm.

Jane’s Walk (May 2-3)

Highlighted that Jane’s Walk will be happening this weekend. Councilor Wong-Tam will be leading a walk in the area on how the village is changing and preparing for World Pride, as well as for the Pan/Para-Pan American Games. The walk will include discussion of the redevelopment of Cawthra Square park. Board members are invited to attend the walk which starts at 6pm. More info on Jane’s Walk website.

Third-Party Fundraiser

Looking at another possible third party fundraiser in May. Tyler to send more details by e-mail as available.

Cawthra Park Update

Scott asked if the park is still scheduled for completion before Pride. Maura advised that park should be at least 90 percent complete by Green Space Festival. Has been suggested that Councilor Wong-Tam may be seeking to re-name the park. Jacob noted that a potential name change prior to the Green Space Festival could impact promotional materials.

7. Executive Director's Report

Maura reviewed the report as circulated.

Sport and Recreation Project

Provided review of Sports and Recreation project. In process of securing consulting firm to provide strategic leadership in the design of the project / campaign. Will look at the transition from a localized LGBT community centre to an organization with broader mandate. Strategic plan will include outreach to key sports leaders, key sponsors, and donors to look at what people are hearing about the project. Focus on looking at how the organization builds its profile and leadership related to sport and recreation inclusion. Potential for project to house a policy institute, focus on advancing inclusion in sport and recreation at local, national and international levels.

NATIONAL Public Relations has been contracted to provide leadership in government engagement/relations. Focus on securing the West Don Lands site with a major push over the next 90 days to advance as many of those discussions.

Maura met with internal working group (City of Toronto) to plan the City's involvement in advancing the project. Maura / Chris Brillinger (SDFA) met with staff from Ministry of Infrastructure. Their recommendation is that the Ministry release the lands internally for circulation, The 519 would then seek an internal Ministry sponsor. Currently setting meetings with two Ministries to advance sponsorship. Process anticipated to continue into next year, especially given upcoming municipal elections. The spring of 2015 is the anticipated timeline to go to Council to seek any additional authorities.

Other options include the province leasing the site to the City of Toronto. This would address some of the potential concerns re: environmental conditions of the site. Chris B. is anticipating taking an update report to July Council, to support advancing project and potential to seek additional authorities as required.

Once consulting company is on board, The 519 will also look at internal transition / organizational development strategy to support the effective implementation of the project.

The private donor is also establishing a development office, and contributing to costs associated with the infrastructure for the campaign. Currently the project team is looking

at the conversion of an existing satellite office to focus on the project. More information on this and the site after scheduled meetings with provincial ministries.

8. Strategic and Program Planning Committee

PrideHouseTO

Discussion regarding PrideHouse, its organization and leadership. Will bring forward a report after next Leadership meeting in July (for September). Leadership is currently waiting for the working groups to accomplish a lot of tasks in order to continue moving forward. Anticipating a lot of the decisions to be made at the upcoming July meeting. Margo shared that the review / discussion of the PrideHouse governance helped to clarify how The 519 can influence this project. The structure relies significantly on volunteer working groups that have experienced high rates of attrition. Matt had clarified that staff may have to play a larger role if volunteer groups are unable to complete assignments. Michelle will be bringing forward the need for the leadership team to meet more frequently to ensure work continues to meet milestones. The 519 will continue to support the community process and are ready to provide a greater level of leadership now that we are fully staffed to ensure work is completed.

The Village Study

In discussions with TD to look at the release of the Village Study, which should be completed prior to Pride. The 519's role in the implementation will be clear in the study.

AOCC Board of Management Capacity Building

Currently looking at the potential of doing work with other AOCCs, e.g. capacity building amongst board members. Would like to create opportunities to meet and discuss common issues. Still need to assess the level of interest by other AOCCs. Maura will be meeting with the AOCC Executive Directors to discuss some of the key issues that could be explored during this type of joint meeting e.g. board governance, Public Service By-law, relationship between boards and the City. If sufficient interest, the meeting would be scheduled for late Fall of 2014. Maura has also schedule a meeting with the City to discuss structure.

9. Resource Development Committee

No report.

10. Finance Committee

Tom Lewis gave verbal presentation.

Committee moving towards quarterly reporting, the first of which was sent to Board on Friday. Reviewed report as circulated.

Slight positive variance. Will be bringing forward a revised budget next meeting reflecting any grants / funding changes since the budget was initially prepared in November 2013.

Focus of new reporting structure will be on the year-end financial position of the organization.

11. Human Resources and Governance Committee

Committee met April 17. Maura provided update on the Public Service By-law which comes into effect later in 2014 (updates to polices, standards). Reviewed policy on the Employment of Relatives, which will be brought forward at the May Board meeting.

Will be undertaking a management compensation review project, looking at the 519's salaries as they compare to the City of Toronto. Given the size and scope of the organization, looking at positions with comparable work / duties. The Board will receive more information likely at the end of June.

The committee has been reviewing term limits. Paul has reviewed constitution and by-laws, and identified that terms can be changed up to a maximum of 4 years. The committee will bring forward a full report at the May Board meeting outlining some of the options for consideration and discussion.

12. Correspondence

No correspondence received.

13. Emerging Issues

No emerging issues identified.

14. Other Business

None.

MOVED BY Margo Foster

SECONDED BY Angeline Ico

THAT the meeting of the Board of Management be adjourned

DECISION

Carried

Next Board Meeting

The next regular Board meeting will take place on May 26, 2014.