



BOARD OF MANAGEMENT

of The 519 Church Street Community Centre

MEETING MINUTES

for the meeting held on 16 December 2013
2013-2014 Meeting # 3

Meeting Attendance	
Board Members and Staff	
Attending:	Tyler Fleming (Chair), Margo Foster, Tom Lewis, Michelle Walker, Scott Bomhof, Jacob Porpossian, Luc Levasseur, Angeline Ico, Dan Boyer
Staff:	Maura Lawless, Matthew Cutler (Recording Secretary), Becky McFarlane, Rick McCarty, John Farrell, Grant Lehmann
Regrets:	Councillor Wong-Tam, Paul Bent, Stephen Menon
Meeting Minutes	
1. Welcome	
	Tyler opened the meeting at 6:34 PM
2. Approval of agenda	
MOVED BY	Tom Lewis
SECONDED BY	Jacob Porpossian
THAT	the agenda be approved as circulated with the addition of an "Agency Business" item.
CARRIED	
3. Approval of minutes	
MOVED BY	Luc Levasseur
SECONDED BY	Scott Bomhoff
THAT	the minutes be approved as circulated.
CARRIED	

4. Declaration of conflicts of interest

Scott Bomhof declared a conflict with regard to The 519 Sport and Recreation Project.

5. Agency Business

Becky provided an overview of the agency business that was circulated to the Board. This item is a re-submission of a previously submitted and Board-approved proposal.

MOVED BY Angeline Ico
SECONDED BY Tom Lewis
THAT the Board approves The 519's application to the TD Financial Literacy Grant Fund for up to \$100,000 to support financial literacy programming.
CARRIED

6. Chair Report / Executive Committee

Tyler Fleming provided an overview of the activities of the Green Space advisory team. He noted that Board members will be asked to play a role in building excitement in advance of a January launch for the event. Sponsorship engagement is going well with many of our return sponsors as well as new sponsors.

Tyler spoke to the circulated motion regarding accountability structures and role clarity for the volunteers who lead the Green Space project.

MOVED BY Jacob Porpossian
SECONDED BY Scott Bomhof
THAT for future Green Space events, the Board establishes the following principles:

- That the principle activity of these events is focused on raising funds in line with the annual Board-approved budget;
- That the events are operated safely and effectively and in compliance with The Centre's policies to ensure the interests of The Centre are protected at all times; and
- That the events must be consistent with the core values of The Centre

and,
THAT the Board of Management appoints Mathieu Chantelois as Honourary Chair of the Green Space for the purpose of providing vision for the events for a term of one year.
CARRIED

Tyler Fleming also spoke to preparations relating to public and Council relations as we move forward The 519 Sport and Recreation Project. The Strategic and Program Planning Committee will be engaging in a broader conversation regarding the Board's role in advocacy, particularly within the City bureaucracy and with City Council but also with other elected officials.

MOVED BY Margo Foster

SECONDED BY
THAT

Dan Boyer
the Board authorizes the Executive Director to comment publicly on behalf of the organization in the case that homophobic or transphobic comments are made by a member of Council or another elected official.

CARRIED

Tyler Fleming reminded the Board that our end of year direct mail campaign is ongoing and that members of the Board are encouraged to make a donation to demonstrate Board commitment to the organization and its fundraising priorities.

7. Executive Director's Report

No report.

8. Strategic and Program Planning Committee

No report.

9. Finance Committee

MOVED BY
SECONDED BY
THAT

Angeline Ico
Scott Bomhof
the Board meet in camera to consider the 2014 Operating Budget which has human resources implications.

CARRIED

The Board met in camera.

MOVED BY
SECONDED BY
THAT
CARRIED

Jacob Porpossian
Luc Levasseur
the Board continue its meeting ex camera.

MOVED BY
SECONDED BY
THAT
CARRIED

Stephen Menon
Tom Lewis
the Board approves the 2014 Operating Budget as circulated.

10. Human Resources and Governance Committee

Tom Lewis noted that the Human Resources and Governance Committee met and considered a number of Human Resources policies, particularly in relation to Health and Safety. Grant Lehmann presented the policies as circulated.

MOVED BY
SECONDED BY
THAT
THAT

Tom Lewis
Paul Bent
the Board approves the Workplace Hazardous Materials Information Systems Policy, and
the Board approves the Health and Safety Orientation Training

THAT Policy, and
 the Board approves the Health and Safety Workplace Policy Statement, and
THAT the Board approves Workplace Violence Policy
CARRIED

MOVED BY Tyler Fleming
SECONDED BY Luc Levasseur
THAT the Board appoint Tom Lewis as Chair of the Human Resources and Governance Committee, and
THAT the Board appoint Scott Bomhof as Vice-Chair of the Human Resources and Governance Committee, and
CARRIED

11. Resource Development Committee

Jacob Porpossian provided an overview of the meeting as noted in the circulated meeting summary.

MOVED BY Tyler Fleming
SECONDED BY Scott Bomhof
THAT the Board of Management appoint Luc Levasseur as Chair of the Resource Development Committee, and
THAT the Board of Management appoint Jacob Porpossian as Vice-Chair of the Resource Development Committee and liaison to the Green Space Advisory Group
CARRIED

12. Correspondence

None was received.

13. Emerging Issues

None were raised.

MOVED BY Margo Foster
SECONDED BY Jacob Porpossian
THAT the meeting be adjourned.
CARRIED

15. Next Board Meeting

The next regular Board meeting will take place on January 27, 2013.