
The 519 Church St. Community Centre

Board of Directors

Monday, June 21, 2010

Meeting # 9 (2009 - 2010)

DRAFT

Board Members Present: Jessica Carfagnini, Pascal Dessureault, Derrick Navarro, Lee Schofield, Shaleena Theophilus, Rudy Ticzon, Kira Vallen, and David White

Regrets: Natasha Garda, Jodi Hoar, and Lyle Kersey,

Staff Present: Maura Lawless, Janet Rowe, Helen Rykens and Eric Wood

Visitors: none

The meeting was opened by Derrick Navarro, the Vice Chair, at 6:35 PM

1) Welcome

2) Agenda approval

Motion: To approve the Agenda as amended. Moved by Rudy Ticzon and seconded by Lee Schofield – Carried.

3) Visitors – none

4) Minutes of the last meeting

Motion: To approve the Minutes of the May 31, 2010 meeting. Moved by Kira Vallen and seconded by Jessica Carfagnini – Carried.

5) Declaration of conflicts of interest: none.

6) Agency business – funding proposals

a) Homeless Initiative Fund: This is a returning grant from the City of Toronto.

Motion: To approve an application to the Homeless Initiative Fund in the amount of \$97,758 to support the Meal Trans and Sunday Drop in Programs. Moved by Jessica Carfagnini and seconded by Lee Schofield. Carried.

b) United Way Winter Relief: A returning grant which supports the Sunday Drop In's extended winter hours.

Motion: To approve an application to United Way Toronto for \$8000 to extend the Sunday Drop In hours from November 2010 to April 2011. Moved by Pascal Dessureault and seconded by Kira Vallen. Carried.

- c) Hellmann's Real Food Grant Program: A new grant to support resources for community food programming (canning, nutrition, healthy meals etc.) in the upstairs kitchen. We would provide in-kind staff and facility resources, the grant would support food costs, child care, transportation, materials.

Motion: To approve an application to the Hellman's Real Food Grant Program for \$10,000 to support community food programming. Moved by Jessica Carfagnini and seconded by Shaleena Theophilus. Carried.

- 7) Executive Director's Report – Printed report is in your package.

- a) CUPE 2998 and 2998-12 Bargaining

The City of Toronto and CUPE 2998 reached a tentative settlement in late May and it was approved by Council on June 8, 2010. There are a number of changes to the collective agreement. The 519 is reviewing the new agreement to determine the impact and will report back to the Human Resources Committee.

- b) United Way Panel Report

On January 13, 2010, members of the Board (Natasha, Pascal, and Lyle) and management team (Maura, Janet and Rinku) met with the United Way panel for the regular 3 year review process. The process included a detailed report on our activities, organizational and board governance policies. The submission is just over 150 pages.

The United Way panel has completed its findings and a copy of the confidential report was provided to the Board. The panel report was excellent. The 519 now fully meets all the United Way requirements and we received high praise for a number of our initiatives over the last 2 years.

The only area for development noted was to “work on strengthening program evaluation by defining specific measures of change to program participant's conditions, which goes beyond tracking services targeted or number of individuals served”. This recommendation will be considered in the next round of the program evaluation process. The Centre will assess the impact in the context of resources, funding and the impact that this activity will have on service/program improvements and will report back through the Board Strategic Planning committee.

As a result of the positive panel report, The 519's Among Friends project funding will be rolled into the base grant. Therefore, our base annual grant has gone from \$158,000 to \$198,000.

- c) Pride sponsorship

Pride planning is well underway this year. We released a modified RFP for a beer supplier this year and through that process chose Mill St. Brewery who submitted a proposal with a more lucrative sponsorship offer. We will begin longer term negotiations with Mill Street given that their commitment to local sustainable products is very much in line with our food / beverage ethics. We have informed Labatt of our decision.

d) Revised budget

Maura distributed the revised 2010 Operating budget. The revised budget includes a more conservative estimate of Pride revenue/expenses. We will be open for 3.5 days an increase of one day, however, our expenses will increase as we are hiring professional bartenders for a portion of the events to improve inventory control and serving control.

Given service demand we have increased the number of hours in the Among Friends Program till the end of the year and the Older LGBT program. Trans Youth Toronto has no funding at all and Janet and Matt will work on possible sources of funding for these programs.

Metcalf Foundation Grant – we have received great news that we received funding for phase 2 of the Trans Access project, which will involve intensive work with boards and senior managers to increase access to services for Trans people. This will help move the project to the next stage.

Pressures for 2011 include an anticipated decrease in City funding, COLA increases as part of the Collective Agreement, the need to continue to rely on high Pride revenues and to ensure that the café and catering program are cost effective and generate a profit to reinvest back into the centre programs. Success in these areas will allow us to maintain our current service delivery levels.

Motion: To approve the revised budget, as distributed. Moved by Pascal Dessureault and seconded by Lee Schofield. Carried

8) Chair and Executive Committee Report: Derrick Reported

a) Upcoming Pride-related events and volunteering during Pride

There are numerous community events over the next week which 519 Board members are invited to attend.

TD bank event – June 28 at The 519 – several Board members and managers will attend.

Mosaic Launch – June 29 – David, Jessica, Shaleena and Lyle will attend

Pride at Work – David and Rudy will attend

U of T Event – Jessica will attend

Toronto Police Service and Chief's Pride Reception – at 519 – Lee and Shaleena will attend

AIDS Candlelight Vigil – Rudy, Lee and David will attend

Starry Night – 519 major event – all Board Members should plan to attend on July 1.

Scott Clarke, the Volunteer Development Officer, has asked that all Board members volunteer during Pride Weekend. Board members are expected to volunteer in the bank or as ticket sellers. Scott will be in touch by email shortly.

9) Human Resources Policy Committee: Maura reported

a) Workplace Violence Policy Statement:

This statement has been distributed to the Joint Occupational Health and Safety Committee. Once it is approved by the Board it will be distributed to all staff.

Motion: To approve the Workplace Violence Policy Statement. Moved by Rudy Ticzon and seconded by David White. Carried.

10) Finance Committee: Pascal reported

All of the Association of Community Centres (AOCCs) received a letter from the auditor regarding the 2009 audit. Rinku is developing a policy that will address the segregation of duties. There will be a joint response from the AOCCs, which may include a request for funding so that appropriate levels of approvals can be implemented.

The monthly financial summary does not reflect the new budget. The June summary will do so.

11) Strategic and Program Planning Committee: Derrick Reported:

a) Board of Directors Program Participation Policy and Protocol: This protocol was discussed at the last Board meeting.

Motion: To approve the Board of Directors Program Participation Policy and Protocol. Moved by Kira Vallen and seconded by Pascal Dessureault. Carried

b) Program Service Evaluation Process:

Lisa Gore from Among Friends and Darlene McGregor from the Homeless and Anti Poverty Program both came to speak at the committee. They gave their insights on their programs. Committee members feel it's good to hear directly from the coordinators and will continue the process at future meetings.

c) Café update: Eric Wood Reported:

Eric discussed the Café and Catering Ethics statement that was distributed in the Board package. We'll be a healthy restaurant serving meat – a niche market. We will balance local, organic and sustainable. There are a number of large companies which are interested in these values, and we will be asking our vendors to commit to our framework.

The ethics statement follows from our mission statement. Fair Trade can apply to Canadian products too. We will not be cheap or give-away, but competitively priced between a sit down restaurant and the local fast food.

We are hooked up with 100 kilometer foods, for example, local farmers and St. John's Bakery. We have a good relationship with Local Food Plus.

Social enterprise – offering positions to people on Ontario Works – will be another component of our food services.

Core values are important, not just the bottom line.

Motion: To approve the Café and Catering Ethics Statement. Moved by David White and seconded by Pascal Dessureault. Carried

We are examining the option and implications of applying for a liquor permit for the building, which will increase our capacities and catering product options, we have good relationships with Vincor Canada and the Mill Street Brewery.

Lots of infrastructure is in place. We are buying a computer system and doing some repairs to the café and kitchen and continuing to seek in-kind support.

Business levels are always a risk and will go up and down over the year. Labour spending will be higher than industry standard.

Banqueting events will be our revenue generator. Our facility is as nice as a hotel, and our kitchen is as good as a hotel kitchen.

We hope to open in August, and we are still looking for a name for the café.

Hours of operation for the café will be the same as the Centre's hours of operation. Sundays The 519 is a very different place. We are looking at being open 6 days a week initially.

Food programs will be centralized. All purchasing of food and prep for food for our programs will be centralized. We are working with program staff on this. Some programs will continue to use community volunteers for cooking, and this cooking will take place in the newly renovated 2nd floor kitchen.

12) Advocacy Committee: Jessica reported

We held an urgent Board meeting to develop the statement regarding Pride Toronto and the banning of the term Israeli Apartheid. Jessica thanked everyone for getting together and working through the language in our statement.

Maura acknowledged the Board for their respectful thoughtful discussion. The statement has played a role towards bringing about a resolution to this issue. We hope to have a positive outcome.

The statement has received positive feedback and some Board members have received the emailed statement through their contacts, so it did spread rapidly.

Jessica thanked Maura Lawless, Matthew Cutler and Janet Rowe, the managers who participated in the process.

13) Resource Development and Communications Committee: Reminder of 519 Pride fundraising events:

- Wednesday, June 30 from 7-11 PM – Trans Theatre Under the Stars
- Thursday, July 1 from 5 – 11 PM – Starry Night
- Friday, July 2 from 1-11 PM – multicultural Toronto event (new)
- Saturday, July 3 from 1-11 PM – Green Space on Church – Open Air Affair
- Sunday, July 4 from 1-11 PM – Green Space on Church – Tree House Party

14) Correspondence - none

15) Emerging Issues – none

16) Other business – The AGM will be September 29, 2010

Next Board Meeting will be mid to late August

17) Adjournment:

Motion: To adjourn the meeting. Moved by Rudy Ticzon and seconded by David White. Carried.