

**The 519 Church St. Community Centre**  
**Board of Directors**  
**Monday, Feb 23, 2009**  
**Meeting # 5 (2008-09)**

**Board Members Present:** Joan Anderson, Mathieu Chantelois, Natasha Garda, Lyle Kersey, Marv Lucey, Enrico Mandarino, Donald Middleton, Derrick Navarro, Jake Schonfeld, Kabir Ravindra (by phone)

**Regrets:** Jessica Carfagnini,

**Staff Present:** Maura Lawless, Rinku Modi, Janet Rowe, Helen Rykens

**Visitors:** none

**1. Welcome**

**2. Agenda approval**

MOTION: To approve the Agenda. Moved by Jake Schonfeld and seconded by Marv Lucey - APPROVED

**3. Visitors:** None

**4. Minutes of the last meeting**

MOTION: To approve the Minutes of the meeting on January 26 as amended. Moved by Marv Lucey and seconded by Don Middleton - APPROVED

**5. Declaration of conflicts of interest:** None

**6. Agency business--Funding proposals approval**

- **City Mural Program:** This is a one-time grant for the Mosaic project for \$5000 to purchase materials.

MOTION: To approve submitting an application in partnership with the Church Wellesley BIA to the City of Toronto Business Services Office for \$5,000 for the Mural Project. Moved by Natasha Garda, Seconded by Derrick Navarro - APPROVED.

- **Telus:** We are requesting \$20,000 for Trans Youth Toronto to assist with the current program operating cost as well and support the development of social recreational and educational programming and social recreational workshop, community outing and educational workshops.

MOTION: To approve submitting an application to TELUS for \$20,000 for the Trans Youth Toronto Program. Moved by Marv Lucey, Seconded by Derrick Navarro - APPROVED.

- **Human Resources Skills Development Canada (HRSDC):** The Federal Government provides funds for student summer jobs and The 519 has used this funder for summer camp counsellors for many years. We are asking for \$30,000 and they will likely give us \$9,000.

MOTION: To approve submitting an application to HRSDC for \$30,000 for the Summer Day Camp Program. Moved by Marv Lucey, Seconded by Enrico Mandarino - APPROVED.

Additional Program News: Interviews for the two program supervisor positions have been through the 1<sup>st</sup> round, with two candidates for each position moving to the 2<sup>nd</sup> round of interviews scheduled for this week. Due to the need to check references and for successful candidates to give proper notice in their current positions, people are expected to start before the beginning of April.

## **7. Executive Director's Report**

### **Association of Community Centres (AOCC):**

Collective bargaining has begun. Proposals were exchanged the second week in February.

As part of the annual budget cycle City Council requires all divisions and Agencies Boards and Commissions (ABCs) to develop their service plans. These plans outline overall service objectives, general statistics, service drivers and future objectives. The ten AOCCs will develop an agreement around the service mapping. The finished product should better assist AOCCs to demonstrate the value they bring to the City of Toronto. We expect this to be complete for the budget process for 2010.

Maura is writing the document and hopes it will benefit the broader AOCC. It is possible that an event for all AOCC Boards can be organized. Don expressed interest in learning about the other AOCCs

**Organizational Review:** We received very positive feedback from the union and all the staff regarding the plan the Board passed at the last meeting regarding coverage for Janet's leave and the hiring of two program supervisors.

**Café planning:** We are holding meetings with 2 groups of George Brown students who are developing our business plans and marketing strategies. The students have been very well prepared and are looking at the neighbourhood and competition. The Strategic Planning committee will meet with them in early March and this will come to the Board in April or May.

**Construction Project:** The City has signed off on the remaining \$500,000, which includes the new floors in the original wing. City staff involved, George Padanyi and Susan Dart with Facilities and Real Estate, have gone above and beyond the call of duty to get this approved quickly. Construction is on track again. Floor levelling began today.

Opening date will be discussed later in the meeting but we expect to have occupancy for Pride Weekend.

## **8. Human Resources**

Lyle Kersey reported: Open committee and Board meetings were discussed. According to our constitution, we are supposed to post and let people know that we meet, and that the committee meetings are open to the public. Some segments of the Human Resources Committee meeting must be in camera, but there are provisions for that.

Discussion was going to take place at Strategic Planning this month, but strategic planning meeting was devoted to the logo and web redesign project.

By the April Board meeting we can bring a proposed framework for all the committees to operate under regarding open public meetings and the City's policy. This is a positive direction, as it will provide leadership for community organizations regarding openness and transparency. We have to be clear that the decision-making still rests with the Board of Directors and we must be clear about how decision-making happens when there are members of the public present. Members of committees have to be appointed by the Board and we will decide if these committee members have a vote or if decisions are to be made collectively.

We have to give 7 days notice of meetings. Questions arising for future discussion include: What is adequate notice? Do we have to pay for public advertising, as City Council does? Our web site could be one place to announce meetings. These questions were referred to the Strategic Planning Committee.

## **9. Building committee**

We normally meet with the finance committee and the question is: do we need to meet with George Padanyi at this point? Given the information in the Executive Director's report this month, it seems we do not need to meet with George at this time.

## **10. Finance committee**

Marv Lucey Reported: Our next meeting is in March and we will look at the draft financial statements.

MOTION: To approve the Finance Committee Terms of Reference. Moved by Marv Lucey, seconded by Joan Anderson. APPROVED.

## **11. Strategic and Program Planning Committee**

Derrick Navarro Reported: We started to discuss and evaluate the Board Retreat that took place on January 10.

We understand that The 519's Board and Committee meetings must be open to the public, and we will be discussing a framework for public meetings. Although we don't anticipate a lot of people attending, those who come should know what to expect when they come.

Our next meeting is on March 10, and we will be meeting the George Brown College students regarding the new café.

## **12. Advocacy Committee**

Joan Anderson Reported: It wasn't possible to get a date on which committee members could all meet. We will try to meet on the 3<sup>rd</sup> Tuesday of the month for Advocacy. That would be Tuesday, March 17.

## **13. Fundraising and Communications Committee**

Natasha Garda Reported: Terms of Reference for this committee were distributed.

MOTION: To approve the Fundraising and Communications Committee Terms of Reference. Moved by Natasha Garda, seconded by Enrico Mandarino. APPROVED.

Note on the terms of reference approved tonight: The document should now be updated to contain the following language: "Approved by the Board on <date>".

**Logo and Web Site Redesign:** The process for the logo and web site redesign is underway. Staff and Board have been consulted and we are having the public consultation on March 3. Please RSVP to Eric. Take a hard copy of the March 3 advertisement and invite your own contacts to attend. On line survey: there will be an on line survey which will go live tomorrow on our web site. We'll email blast people again re: March 3 and let them know about the survey.

The Board consultation was well received by the Board members who attended. The Board will develop an evaluation tool to be used for the proposed logo designs.

**Gala overview and budget:** Good news: We had 40 tables, which sold very quickly. The Board extends a big thank you to Salah, who sold 37 tables on his own. He has increased the number of tables to 45, due to demand.

Silent auction items are coming in and include an Air Canada trip. This will be a great classy gala. Hello Magazine a full story before hand. Xtra! And Proud FM will do coverage of Diahann Carroll prior to the event.

\$355,000 revenue projected  
\$173,728 expenses projected  
\$181,000 net expected

These figures have not updated with the very latest table sales, so The 519 Capital Campaign will make more than this.

Thank you to Mathieu for securing the airfare sponsorship, which will save the large expense of bringing the performers here.

**Grand opening of The 519:** Mathieu Reported: The Executive met regarding the Grand Opening, to take place when we regain occupancy of the original building. During the week before Pride we would like to have an elegant soiree for the donors (2 hours). Over the weekend we would have tours of the building for the public. It is possible that we could have some of Salah's paintings on display in June or at a later time in the year. He has the major contemporary art collection in Canada, including queer artists such as Andy Warhol and Keith Haring. This would give us great exposure in the media. Maura is checking regarding the insurance issues for a major art show.

We would do Starry Night in the Park on the Friday night of Pride Weekend as part of the Grand Opening.

We are sponsoring an event with the Police on the Friday before Pride Week (June 19 from 4-6 PM). We might consider Thursday night for the donor reception.

Question: Should naming rooms after donors take place at the same time as the grand opening?

We are looking at different formats for recognition, including looking at other places for room naming ideas. To do it well, and to decide on a great type of signage can take time. Salah has mentioned that an event not related to Pride might be better to announce the recognition of donors through room naming.

There was a preliminary approval for room naming in Dec. 2007. That list has to be reviewed and confirmed. There is a question as to whether there should be a time limit on the naming of rooms. Is there an amount of money that sets up a permanent naming?

#### **14. Correspondence**

Maura distributed the Board of Management directions re: complaints protocols and code of conduct for members at public meetings. This is for the Board's information. Council has asked all Boards to be in compliance. We can discuss it in more detail at an upcoming meeting. With the new Integrity Officers we have obligations to meet certain requirements and expectations.

Helen, Nicci and Maura are attending sessions at the Ombudsman's office re: how complaints policies should be structured to work with the Ombudsman's office.

**15. Emerging issues: none**

**16. Other business: none**

**17. Adjournment**

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Signature, Board Secretary

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Date

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Print name