

**The 519 Church St. Community Centre
Board of Directors
November 24th, 2008 at 6:30pm
Meeting # 2 (2007-2008)**

MINUTES (DRAFT)

Board Members Present: Mathieu Chantelois, Jake Schonfeld, Natasha Garda, Marv Lucey, Jessica Carfagnini, Lyle Kersey, Derrick Navarro, Don Middleton, Kabir Ravindra (via phone)

Regrets: Joan Anderson

Staff Present: Janet Rowe, Maura Lawless, Eric Berndt, Rinku Modi

Visitors: Enrico Mandarino, Peter Paulekat, Robin Silverman

1. **Welcome**
2. **Agenda**

MOTION: To approve the Agenda. Moved by Marv Lucey and seconded by Derrick Navarro—
APPROVED

3. Minutes of the Last Meeting

Amendments to the Minutes include: Remove Kabir from the seconder as there was already a seconder, Don Middleton on Item 6.b
Page 2 Add 'college' to George Brown

MOTION: To approve the Minutes of the meeting on October 27th 2008 as amended. Moved by Marv Lucey and seconded by Lyle Kersey—APPROVED

4. **Declaration of Conflicts of Interest:** None declared
5. **Board Vacancy**

At previous Executive Committee Meeting, Natasha Garda nominated Enrico Mandarino to fill a vacancy on the Board. Natasha read Enrico's Bio to the Board at the meeting on November 24th. Enrico then provided a brief introduction of himself. Board were asked if they had any questions. The position is filling in the vacancy created by Paul Devereaux's resignation expires September 2009. Visitors were asked to leave while the board had an in-camera discussion about Enrico's candidacy.

MOTION: To appoint Enrico Mandarino to the Board, effective immediately. APPROVED
Unanimously.

6. Agency Business-Funding Proposals Approval

Community Services Partnership program is offering multi-year funding and have increased amounts available for funding. Janet Rowe recommended The 519 ask for the full \$75,000.

MOTION: To apply for \$75,000 to the Community Services Partnership. Moved by Derrick Navarro and seconded by Jessica Carfagnini—APPROVED.

7. ED Report

General

- November has been really focused on launching the Capital Campaign Strategy as discussed at the last meeting. Over 3000 letters were sent out to previous donors. The Gala silent auction planning committee meet to discuss strategy and secure auction items.

City of Toronto – Association of Community Centres (AOCCs)

- Collective bargaining will begin shortly as the current collective agreement expires on December 31, 2008. The City of Toronto leads these negotiations on behalf of AOCC. There is Community Centre representation at the table. We also reviewed the current proposals in detail related to Local 2998 and 2998-12.

Café Planning

- George Brown College has agreed to partner with The 519 Community Centre to develop the Centre's business model for the new Café. We will have 2 classes of business students assigned to work with the 519. The students will be supervised and they will assist us to develop our business plans including examining and detailing operational models, market forces, cost and revenue projections of each model, funding sources/opportunities, neighbourhood competition etc.

This is fantastic news. They are extremely excited to be working on this community project. We will be hosting a key informant session in December with community folks / restaurant experts and others to help do a bit more preliminary model development.

United Way

- The 2008 staff campaign has begun. So far we have raised more than \$3,000 for the United Way. Congratulations to the Iron Legs (The 519 CN Tower climbing Team) who alone raised almost \$1,900. Staff hosted a book fair and rummage sale and we will be having another one in December. This year's theme is plaid. We will be announcing the winning teams at the staff / board party on December 12th.

Reminder December 12th 5:30-8:30 pm at George's Play – food and a drink ticket will be provided. Please RSVP to Maura directly to confirm numbers for food ordering.

Community Partnering and Capacity Development

- This month we also hosted a tour of visiting LGBTTTQ community activists and politicians from Hamilton who are thinking about setting up a Community Centre. It was a great afternoon filled with program updates from staff, lots of questions and answers about the role of community centres in neighbourhoods, the importance of public private partnerships, and the value that community centres make in creating healthy vibrant communities. They also toured the buildings and were great impressed with the new building and all the capital renovations underway.

8. Human Resources –Accident Prevention Policy Approval

Lyle Kersey reported as Chair of the Human Resources Committee: the Accident and Prevention Policy was reviewed by the Board. The Policy was reviewed previously by the Joint Occupational Health and Safety Committee and Human Resources Board Committee

MOTION: To approve the Accident Prevention Policy. Moved by Marv Lucey and seconded by Don Middleton—APPROVED

9. Building Committee

Marv Lucey reported as Chair of the Building Committee: Contractors are not working at the moment and the waiting for a Purchase Order from the City. Construction should commence again by 1st of December, 2008.

Unforeseen challenges have arisen in restoring the century old building requiring an additional \$1 Million dollars. George Padanyi, Project Manager at the City of Toronto has helped The 519 obtain \$633,000.

Given that the 519 is a City of Toronto building and the vast majority of the increased costs are associated with major structural work The 519's position is that the City is responsible to pay for the costs related to these capital expenses as per the Relationship Framework with the City of Toronto.

10. Finance

Don Middleton reported as Chair of the Finance Committee: Financial Statement Year-To-Date was reviewed.

Rinku Modi reported on the process for acquiring a new accounting system, currently The 519 is using an out of date DOS ACCPAC system. Rinku has been interviewing consultants and after 8 different competitive vendors, has narrowed the choice down and is recommending the ACCPAC Software. The new system will be purchased this year and Rinku is working on meeting with the company to manage the data conversion and set-up for 2009 data.

11. Strategic and Program Planning

Derrick Navarro reported as Chair of the Strategic and Program Planning Committee: Committee had intended to meet on November 11th, 2008 but the Centre was closed for the Remembrance Day Holiday. Alternate day has been scheduled.

Consultants have been hired for the January 10th, 2009 Board Retreat at Oakham House.

Maura will provide more information about the Consultants at the next Board Meeting on December 16th, 2008. Board Retreat will include informational sessions and resource development training.

12. Advocacy

Maura reported on behalf of Joan Anderson: Patricia who is a member of the Gays and Lesbian of African Decent (GLAD) group attended the last Advocacy Committee Meeting which focused on developing the Centre's advocacy framework and better mechanisms to involve community. Committee had homework for next meeting on January 21st, 2009 regarding the Community Advocacy Framework and a forum for public planning. Advocacy Event will likely occur in the Fall of 2009.

13. Program Fundraising and Communications

Committee has yet to meet as the conjoined Program Fundraising and Communications Committee: Next Meeting Scheduled for December 4th @ 630pm.

Eric Berndt reported: The Imperial Court of Toronto has chosen The 519 as one of their charities of Choice for the 22nd Reign of the Court. This will involve 14 to 16 Events held throughout the Village and is an excellent third-party fundraising initiative.

Search for consultants is underway for the Rebranding and overhaul of The 519 Community Centre Website and logo. Survey will be part of broader community consultation re: what folks would like to see in our website and brand. One proposal has been submitted for the contract to ReBrand and we are waiting on a few more.

Maura Lawless added that the on November 26th and 27th, The 519 will be participating in the City of Toronto's Web 2.0 Summit held at Council Chambers.

14. Capital Campaign

Mathieu Chantelois, Co-Chair of the Gala Committee reported: Eartha Kitt cancelled for the Gala on March 21st, 2009. The date and location will remain booked. We are looking at other alternatives/replacements and will update shortly.

15. Correspondences

None.

16. Other Business

Enrico Mandarino was asked which committees he wanted to join after observing updates from various committees. He chose, Advocacy/Fundraising

Proposed Meeting Schedule: Last Monday of every month except December when it is on the 15th

NEXT MEETING: December 15th, 2008 @ 6:30