

**The 519 Church St. Community Centre
Board of Directors
October 27th, 2008 at 6:30pm
Meeting #1 (2008-09)**

MINUTES

Board Members Present: Mathieu Chantelois (Chair), Joan Anderson, Marv Lucey, Don Middleton, Natasha Garda, Kabir Ravindra, Derek Navarro, Lyle Kersey, Jake Schonfeld, Jessica Carfagnini

Regrets:

Staff Present: Maura Lawless, Eric Berndt (recorder), Rinku Modi

1. **Welcome:**
2. **Agenda Approval:** Don Middleton accepted the agenda as amended about United Way & Holiday Party Natasha Garda Seconded,
3. **Visitors: None**
4. **Minutes of the last meeting: MOTION:** Moved by Marv Lucey, seconded by Lyle Kersey to approve the Board minutes of the meeting held September 15, 2008.
5. **Declaration of conflicts: None Declared**
6. **Agency business—Funding proposal approval attached in Board package**
 - a. **MOTION:** City of Toronto, Community Partnerships Program – Older Lesbian Gay Bisexual Trans Program Submission – Moved by Don Middleton, seconded by Jake Shonfeld - APPROVED
 - b. **MOTION:** City of Toronto Anti-Violence Program – Access Equity Human Rights Grant Application AVP- AEHR-CPIP Derrick moved to approve, Seconded by Don Middleton - APPROVED
 - c. **MOTION:** City of Toronto Trans Programs –Access Equity Human Rights Grant Application AEHR-CPIP Moved by Joan Anderson seconded by Marv Lucey - APPROVED
 - d. **MOTION:** Community Partnerships Anti-Violence Program –Application Community Partnership – Moved by Jessica Carfagnini, seconded by Lyle Kersey - APPROVED
7. **ED Report**

Maura provided an update on a number of initiatives over the past month since the AGM – including:

 - Preparing for Program Mapping and Service Profiles meetings with the City
 - Working on Cafe development models in partnership with George Brown College

- The management functional review is continuing to date staff have completed the on-line survey, participated in focus group discussions and surveyed other similar external organizations. Next steps is rolling up and analyzing the data and generating options to consider.
- There was also Staff planning day on October 7, 2008. The day focused on discussing how the work of staff fits into the overall Strategic Plan of the Centre. This work will allow us as a Centre to better describe what we do; the benefits of our programs; articulate our successes; and allow us to establish more meaningful evaluation mechanisms.
- Reminder about Staff and Board Party: Friday, Dec. 12th date – 6-10pm –More details in November

8. Executive Committee Election

Elections were held for the Executive Committee by secret ballot. Nominations were made by each member who wrote down a nominee of their choice on a secret ballot of members to fill each respective position. Names were counted by the Executive Director. In the case where more than one nominee was nominated, nominees were provided the opportunity to accept or pass on the nomination. Those who accepted were asked to give a short speech indicating their interest/suitability for the position. Balloting occurred again in the event that there were two or more candidates for a specific position.

Chair: Mathieu Chantelois

Vice-Chair: Natasha Garda

Treasurer: Marv Lucey - Assistant Treasurer: Don Middleton

Secretary: Jake Schonfeld - Assistant Secretary: Kabir Ravindra

9. Review of Committees

Each committee chair provided an update on what the committees have been working on and an overview of the key responsibilities of each Board committee. This helped new and existing board members get a sense of which committees they would like to sign up for in the 2008-2009 year. See Item 17, below for list of Board Members who signed up for Committees.

10. Human Resources

The Board reviewed, discussed and approved the two Human Resources policy statements included in the Board package. Both policies articulate the Centre's commitment to Health and Safety and ensuring consistent non-judgemental service for the community.

- a. MOTION: To Approve the 519 Community Centre's Health and Safety Policy Statement –as presented to the Board - Moved: by Marv Lucey, Seconded by Kabir Ravindra - APPROVED
- b. MOTION: To Approve the 519 Community Centre's Crisis Intervention Policy Statement as presented to the Board – Moved: by Marv Lucey, Seconded by Don Middleton - APPROVED

11. Building Committee: Did not meeting - No Report

12. Finance

- a. Motion for Signing Authorities
 - i. Addition of employees: Rinku Modi
 - ii. Addition of Board: Mathieu Chantelois-Chair; Natasha Garda - Vice Chair; Marv Lucey Treasurer
 - iii. Removal of Martin Boily-Cote & Joan Anderson

MOTION: Moved by Lyle Kersey, Seconded by Derrick Navarro - APPROVED

13. Strategic and Program Planning

- a. Board Retreat Update – consultant interviews are underway. New date for the retreat is January 10, 2009. The consultants have the outline for the day and Staff will hire the consultants and report back at the next Board meeting.

14. Advocacy

- a. Committee did not meet – no report for this meeting

15. Program Fundraising and Capital Campaign

- a. Capital Campaign Strategy was presented to the board and information was provided regarding the final push of the Campaign and the strategies being used to raise the remaining \$1million dollars
- b. Networking—RE: the Capital Campaign : Eric Berndt spoke about the importance of Networking and Board involvement to assist in raising funds for the Capital Campaign. Board members were asked to work with Eric to determine the most appropriate manner through which to approach contacts within Board Members' sphere of influence.

16. Communications

- a. Logo and Web Redesign –Terms of Reference—was disseminated. Board did not vote on the TOR which will need to be discussed at a later meeting.

17. Sign up/Appointment to Board Committees

Human Resources: Lyle Kersey , Marv Lucey, Derrick Navarro

Resource Development & Communications: Natasha Garda, Donald Middleton, Jessica Carfagnini

Building: Don Middleton, Marv Lucey,

Advocacy: Kabir Ravindra , Natasha Garda , Joan Anderson

Finance: Don Middleton, Marv Lucey, Jake Schonfeld

Strategic and Program Planning: Derrick Navarro, Joan Anderson, Marv Lucey

18. Correspondences

Board reviewed the Ministry of Health letter response from our letter to them related to sex-reassignment surgery – No action required

19. United Way: Carry over to next meeting

20. Board Vacancy: There is currently one vacancy on the Board. A discussion regarding diversity of board members was raised. Board Members who know anyone that may be suitable for the Board should contact Mathieu

21. Other Business

NEXT MEETING: NOVEMBER 24th. 2008: 6:30pm

December 15th, next board meeting after November

Carryover item: 2009 Board meeting schedule