



**Minutes: Board of Management, Meeting 4 (2016-2017)**

Monday January 30, 2017 6:30 PM

The 519, Front Desk Room

**Board**

|                   |                                       |                           |              |
|-------------------|---------------------------------------|---------------------------|--------------|
| <b>Chair</b>      | Jacob Porpoasian                      | Paul Jonathan Saguil      | Gwen Benaway |
| <b>Vice Chair</b> | David Morris                          | Linda Booker              | TBD          |
| <b>Treasurer</b>  | Tom Lewis                             | Nichola Ward              | TBD          |
| <b>Secretary</b>  | Alwin Kong                            | Patrick Gervais (regrets) |              |
| <b>Ex-Officio</b> | Councillor, Kristyn Wong-Tam (absent) |                           |              |

**The 519**

|   |                       |
|---|-----------------------|
| <b>Executive Director</b>                                 | Maura Lawless         |
| <b>Programs and Community Services, A/Senior Director</b> | Becky McFarlane       |
| <b>Organizational Services, Director</b>                  | Stacia Kean (regrets) |
| <b>Philanthropy, Director</b>                             | John Farrell          |
| <b>Programs and Community Services A/Director</b>         | Lisa Gore Duplessis   |
| <b>Senior Consultant, Knowledge Management</b>            | Monica Notaro         |
| <b>Manager, Community Engagement</b>                      | Jaymie Sampa          |

**1 Observer**

| <b>Item</b> | <b>Minutes</b>  |
|-------------|---|
| <b>1</b>    | <p><b>Welcome</b></p> <p>Jacob opened the meeting at 6:33 pm acknowledging the recent national and international events demonstrating anti-inclusion and anti-diversity as another example of why strong leadership is needed to advocate for inclusion, racial justice and diversity.</p>  |
| <b>2</b>    | <p><b>Approve Agenda</b></p> <p>Jacob asked the Board to review and receive the Agenda for the Board Meeting of Monday January 30, 2017 with the revision to move item 10, Finance to item 12.</p> <p><b>Motion</b><br/> <b>Moved by</b> Nichola Ward<br/> <b>Seconded by</b> David Morris<br/> <b>That</b> the Board review and receive the Agenda for the Board Meeting of Monday January 30, 2017 with the revision to move item 10 Finance to item 12.<br/> <b>Decision</b> carried</p> |
| <b>3</b>    | <p><b>Approve Meeting Minutes</b></p> <p>Jacob asked the Board to review and approve the Meeting Minutes of December 12, 2016.</p> <p>Jacob noted that In camera Meeting Minutes for Monday December 12, 2016 will be</p>   |

|                 |  |
|-----------------|--|
|                 | <p>reviewed for approval in item 12 under the Finance Committee as the subject matter pertains to the Minutes of In camera session, December 12, 2017 regarding the 2017 Recommended Operating and Capital Budget Report containing <b>CONFIDENTIAL</b> Human Resources and Financial information to be reviewed in camera.</p> <p><b>Motion</b><br/> <b>Moved by</b> Linda Booker<br/> <b>Seconded by</b> Alwin Kong<br/> <b>That</b> the Board review and approve the Meeting Minutes of December 12, 2016<br/> <b>Decision</b> carried</p>  |
| <p><b>4</b></p> | <p><b>Declaration of Conflict of Interest(s)</b></p> <p>Jacob confirmed no conflict of interest declared.</p>  |
| <p><b>5</b></p> | <p><b>Chair Report / Executive Committee</b></p> <p>Jacob reviewed the Standing Committee Update Report and requested the Board to present updates and/or motions for membership to Standing Committee roles. Jacob also requested a correction in the report to remove Gwen Benaway from the Fundraising, Philanthropy and Communication Committee.</p> <p>The roles and recommended appointments are as follows:</p> <ul style="list-style-type: none"> <li>• Paul Jonathan Saguil as Vice Chair for Strategic and Program Planning Committee</li> <li>• Patrick Gervais as Vice Chair Fundraising, Philanthropy and Communication Committee</li> </ul> <p><b>Motion 1</b><br/> <b>Moved by</b> David Morris<br/> <b>Seconded by</b> Nichola Ward<br/> <b>That</b> the Board review and approve Paul Jonathan Saguil as Vice Chair for Strategic and Program Planning Committee<br/> <b>Decision</b> carried</p> <p><b>Motion 2</b><br/> <b>Moved by</b> Nichola Ward<br/> <b>Seconded by</b> Paul Jonathan Saguil<br/> <b>That</b> the Board review and approve Patrick Gervais Vice Chair Fundraising, Philanthropy and Communication Committee<br/> <b>Decision</b> carried</p> |
| <p><b>6</b></p> | <p><b>Executive Director Report</b></p>  |

Maura proposed a motion to move the June Board meeting date a week earlier to accommodate for more time for The 519 to focus related events during Toronto Pride. Therefore from Monday June 19 date to Monday June 12th.

**Motion**

**Moved by** David Morris

**Seconded by** Tom Lewis

That the Board review and approve the Monday June 19, 2017 Board Meeting date to move to an earlier date of Monday June 12, 2017 to accommodate for more time for The 519 to focus on related events during Toronto Pride.

**Decision** carried

***Board Training Reschedule:***

Maura noted that the Board training originally planned for Saturday January 14, 2017 will be rescheduled and she will connect with the Board in the coming week to secure a time \_ date has been confirmed for May 13, 2017.

***Moss Park Project Update:***

Maura presented a briefing on the Moss Park Project Update:

In 2015 Council approved The 519 to work in partnership with the City of Toronto, and a philanthropic donor to investigate the feasibility of redeveloping the John Innes Community Centre, Moss Park Arena and the surrounding parklands for the creation of a new transformational, multi-dimensional facility that will be dedicated to developing and providing inclusive recreational space and programs responsive to the needs of local communities including vulnerable at risk communities, while also advancing LGBTQ inclusion in sport and recreation.

The feasibility study is being led by a Council directed Executive Project Steering Committee (EPSC). The EPSC is being supported by a Project Team of City divisional and 519 staff.

The following outlines key work to date and next steps:

- MJMA has completed the site design working including the refinement based on the community consultation process
- The refined site design has been sent to Cost Consultant to complete the detailed costing on the schematic design <12.2% reduction in GFA (sq ft.) (bringing the coverage to about 190 thousand square feet)
- KCI Ketchum has completed the feasibility study on the capital campaign
- All of this information has been provided to EY who are analyzing and compiling into a final feasibility report for EPSC and Council. This includes capital cost implications and the long-term capital reserve and operating costs.

- EPSC has been meeting regularly to receive reports from all consultants.
- The final Community Consultation report is completed and will be posted by as soon as possible – likely by February 3, 2017. The report provides a summary of the community consultation findings and how community input helped to inform site design work and next steps.
- Finalize Indigenous Place Making Council agreement to formalize their involvement in the final design work should the project proceed.

Maura noted the continued engagement activities:

- Facilitate the community kitchen partnership with the Inner City Family Health Team (working with residents of Seaton House to prepare food and learn basic kitchen skills).
- Facilitate our 'Sew What' sewing program, bringing residents of Moss Park to The 519 to teach sewing to members of the community.
- Facilitate sports programming at John Innes (with a focus on delivering trans and queer inclusive recreational opportunities to the community).
- Support a second portrait project of John Innes/More Moss Park in March, 2017.
- Connecting with Moss Park community and identify a process to select 8-10 local residents who have a specific interest in championing the project to take part in our Resident Ambassador Program.
- Provide more comprehensive information related to the project, the decision making processes, and the various phases of the project should it move forward.
- Work with participants to develop specific narratives related to how they feel this project will benefit them, their families and the whole community.

Maura then highlighted the next steps:

- Implement the Community Consultation Report outreach plan including community (shelter users, TCH, etc.), neighbourhood service providers, LGBTQ sports leagues, etc.
- Finalize the feasibility study and present back to EPSC for final approval
- High level report back to Moss Park Arena Board and The 519 Moss Park Strategic Advisory Committee
- Finalize Council Report
- Present to Executive Committee and Council in April/May 2017 including full feasibility study, this is a shift from the previous plan of a March report to Council

***Board Information Report:***

Maura presented a Board Information Report on a Memorandum of Understanding (Intermediary Agreement) between The 519 and the Alliance for Equality of Blind Canadians (AEBC) Toronto Chapter. (The AEBC is a grassroots, peer support and advocacy organization promotion equal access and participation of the blind, partially sighted and deaf/blind in mainstream society).

|                 |   |
|-----------------|---|
|                 | <p>In June 2016, The 519 was approached by the AEBC to act as an intermediary and partner in their project application to the City of Toronto’s Access 2016 Access, Equity and Human Rights Fund. In November 2016, AEBC was successful in their application and received funding in the amount of \$48,000 to deliver a one-year program, and requested an Intermediary agreement from The 519.</p> <p>The project will deliver a peer engagement and reduction strategy which fills an unmet need to equip people with disabilities including individuals from the LGBTQ community especially blind and partially sighted, to advocate from equal access to employment services, programs and opportunities. The project aligns and serves to advance The 519’s Mission to create space for changes and contribute to the advancement of KGBTQ equality and inclusion in Toronto and beyond. The work has a start date of January 2017. Further work or partnership is dependent on future funding and outcomes of the partnership.</p>   |
| <p><b>7</b></p> | <p><b>Agency Business</b></p> <p>Maura introduced the high level changes to the Direct Services and Community department, introducing the new Community Engagement Manager, Jaymie Sampa and Becky as leading in the Senior Director role.</p> <p>Becky walked the Board through a presentation on ‘Community Engagement and Organizing at The 519’</p> <ul style="list-style-type: none"> <li>• Since its inception, The 519 has been leading, delivering, partnering and facilitating community engagement actions and activities. Establishing a formal Community Engagement department represents a realignment of an existing focus. In other words, this work is not a departure nor is it “new”.</li> <li>• As clearly outlined in our Relationship Framework with The City of Toronto, the central role of the AOCC’s are to “provide community development initiatives that build capacity in the community by providing resources and tools for people to help themselves.”</li> <li>• We recognize that community centres form a key element of the social infrastructure of communities and that this infrastructure has the potential to be quickly mobilized, expanded or adjusted to respond to local needs, emerging issues, and new opportunities. We see this realignment as an effective way to increase our organizational capacity to respond to emerging community issues while continuing to deliver on our organizational strategic priorities.</li> </ul> <p>Becky continued with the role of community centres and city parks:</p> <ul style="list-style-type: none"> <li>• Community centres constitute one of the only accessible, non-commercial, non-partisan public space institutions in contemporary North American life. Their highly local, highly responsive character positions them as effective conduits of information and resources between communities and institutions (including</li> </ul> |

government).

- The lack of inclusive and accessible public spaces in cities (public parks, accessible community centres) – particularly within low income neighbourhoods - produces social fragmentation which, combined with the pressures of poverty and structural inequalities, can lead to violence and a spiral of deteriorating social relationships.
- In contrast, the presence of responsive and community-based community centres can serve as gathering places, foster political debate and build representation, build social capital and reduce social isolation, and produce and nurture community leadership.

Becky highlighted the direct service and community engagement:

- Research related to best practice suggests that community centres that offer a mix of direct service delivery and community development and engagement programs are most successful.
- Where service delivery and community development is undertaken side by side, centres are seen as often linking people between the two. While some people come to the centre in crisis, they emerge as participants in a range of positive opportunities as residents, leaders and volunteers.
- Centres, through their community engagement work, achieve important outcomes including the reduction of social isolation and increases in social capital and cooperation. A number of positive changes can be measured and a significant body of work is emerging with an emphasis on community engagement outcomes measurement linked to government policy priorities.

Becky continued with a high level overview of the department's approach:

In line with our 2017 Strategic Priorities, The 519 is looking to expand its capacity in the following key areas:

- As a key hub for LGBTQ2S competent direct service
- As facilitators of local participation in planning and redevelopment
- As contributors to consortium and partnership arrangements with other key partners that will improve outcomes for marginalized and vulnerable people and engage the wider community in solutions
- Through innovative approaches to reaching and engaging local communities
- Through strengthening community connections and relationships, including through reconciliation with indigenous communities
- By improving the engagement and inclusion of racially, culturally and linguistically diverse communities

Internal Training and Capacity Building:

- Advance our capacity to respond to the mental health needs of our community through the development of an organizational trauma framework and through

mandatory training related to trauma informed practice.

- Strengthen our crisis intervention and crisis management protocol and response, including mandatory cross-organizational training and the development of a community of practice specific to individual and community crisis response.
- Strengthening our harm reduction policy and practice, including mandatory staff training and program (re)alignment to reduce harm and increase safety for substance users and the broader community.
- Delivering specific training interventions related to Conflict Resolution, Cultural Safety, and Restorative Justice that align with our Anti-Racism and Equity Strategy.

Equity and Anti-Racism Organizational Development Strategy:

- Facilitate mandatory Allyship Training across the organization and strengthen internal conversations related to our anti-racism practice.
- Support the integration of our equity and anti-racism work through the work planning process, including specific and measurable interventions at the program development level.
- Strengthen partnerships with community organizations that support the advancement of our equity and anti-racism work, including setting specific and measurable targets.
- Facilitate community engagement activities that align with the needs identified by racialized communities through community consultation processes.
- Ensure community engagement staff and program facilitators represent the lived experiences of target program participants.
- Integrate community engagement best practice across all organizational departments through reflexive approaches and interventions.

Becky concluded the presentation with the Community Engagement Priorities:

- Supporting the integration of community engagement practice into existing drop-in programming with a focus on increasing peer-led activities and volunteerism within programs that are linked to improved health outcomes.
- Supporting local neighbourhood engagement, including neighbourhood mapping and relationship development with the CWNA and the local BIA.
- Increasing options for innovative and balanced community programming that includes physical, mental, emotional and spiritual health.
- Developing the ground floor maker space to support LGBTQ2S participation in active and creative engagement opportunities spanning Science, Technology, Engineering, Arts and Math.
- Increasing our programming in and relationship to Barbara Hall Park, including increased physical activities, arts-based programming, and movie nights.
- Supporting effective and generative conversations and engagement related to community safety, including inclusive anti-violence initiatives.

Jaymie provided examples of recent and planned programming such as button making,

silk screening, math tutoring, sewing and upcoming, the Human Library project.

Lisa spoke to the more intentional and improved reporting on partnerships, programming and services to help promote and report on the hundreds of partnerships at work with The 519.

Jaymie spoke to activities for Black History Month such as 'Did you know' self-guided program to guide participants through The 519 space as a learning experience. Programming will also continue to engage with intersectional efforts including older LGBTQ community members.

Lisa also spoke to measuring cultural change throughout The 519 as part of a long term activity to improve and help manage positive and effective change. Change would be demonstrated through the nature and number of programs, attitudes and representation of community needs being served. Measurement would also include surveying before and after program indicators and values and reporting outcomes would feed into a cycle of improvement and learning.

***Becky presented on community engagement work through funding:***

Before presenting motions to review and approve grant funding applications, Becky and Maura addressed concern on the timelines for approving submissions. It was explained that grant funding streams are not always predetermined, reliable or predictable however the approved budget and strategic priorities approved by the Board are aligned with the grants/funding proposals we complete are aligned with those goals that grants aim to serve.

It was also pointed out that whenever possible grant submissions are brought forward to the Strategic and Program Planning Committee for review, feedback and approval. Depending on the grant application cycle which is determined by the funding organization, the timelines for submission and Board approval are not always able to synchronize however given it is an application and not the actual contract that would be required in an approved grant application, The 519 does have the option to change direction on leveraging successful grants.

Becky presented on the following grant applications and recommended to the Board to review and approve each one as they are directly aligned with The 519's strategic priorities and consider budget pressures and administrative implications in 2016/2017.

1. **Metcalf Foundation, Opportunities Fund:** This project seeks to leverage the proposed \$100-million dollar redevelopment of the John Innes Community Centre, the Moss Park Arena, and the surrounding parklands to develop a community-led and neighbourhood-based social procurement and local economic development strategy for the residents of Moss Park. This is a one-time proposed request for \$85,000/year over two years with a deadline of February 1, 2017. This project will

fund program costs and will not create additional budget pressures.

**Motion 1**

**Moved by** Tom Lewis

**Seconded by** Alwin Kong

**That** the Board review and approve the Metcalf Foundation, Opportunities grant application for a one time proposed request for \$85,000/year over two years to fund program costs and will not create additional budget pressures.

**Decision** carried

- 2. Greenshield Foundation, (GSC) Community Giving Program:** This funding will support the delivery of Women on Top, an innovative umbrella of programs and services that will use strategic peer, community and trauma informed interventions to address specific mental and physical health needs of marginalized, uninsured, underinsured LGBTQ, refugee, newcomer, identified women. This is a one-time proposal request for \$200,000 for the duration of 2 years (\$100, 00 per year) with a deadline of January 30, 2017. This project will fund program costs and will not create additional budget pressures.

**Motion 2**

(Nichola Ward requested a recorded vote).

**Moved by** Linda Booker

**Seconded by** Gwen Benaway

**Abstained by** Nichola Ward

**Approved by** Jacob Porpossian, Alwin Kong, David Morris, Paul Jonathan Saguil, Tom Lewis

**That** the Board review and approve the Greenshield Foundation, (GSC) Community Giving Program as grant application for a one time proposal request for \$200,000 with a duration of 2 years (\$100,00 per year) to fund program costs and will not create additional budget pressures.

**Decision** carried

- 3. John and Pat McCutcheon Charitable Foundation, Project Funding:** This funding is for developing a peer-supported food service/social enterprise skills training program for participants of The 519's drop-in and community engagement programs to support the transition of marginalized/homeless/underhoused members of our community into relevant food service training programs and/or employment. This is a proposal for one year at the amount of \$25,000 for a 1 year duration and with a deadline of February 1, 2017. The budget will include all staff and program costs and will cover a minimum of 15% for administration.

**Motion 3**

**Moved by** Tom Lewis

**Seconded by** Paul Jonathan Saguil

**That** the Board review and approve the John and Pat McCutcheon Charitable

|                 |  |
|-----------------|--|
|                 | <p>Foundation, Project Funding grant application for a one time proposal request at the amount of \$25,000 to support the budget for all staff and program costs and will cover a minimum of 15% for administration.<br/><b>Decision</b> carried</p> <p>4. <b>Canadian Women’s Foundation, Violence Prevention:</b> This funding is intended to develop resources that will build the capacity of organizations to support LGBTQ women and girls who have experienced corrective rape and to create targeted peer-based programming that supports LGBTQ women and girls who have experienced corrective rape. This is a proposal for \$20,000 for one year and with a deadline of February 6, 2017. The budget will include all staff and program costs and will not create any additional budget pressures. It was clarified that this program is aimed to both Cis and Trans women.</p> <p><b>Motion 4</b><br/><b>Moved by</b> Alwin Kong<br/><b>Seconded by</b> David Morris<br/><b>That</b> the Board review and approve Canadian Women’s Foundation, Violence Prevention grant application for a proposal for \$20,000 for one year and with a deadline of February 6, 2017. The budget will include all staff and program costs and will not create any additional budget pressures.<br/><b>Decision</b> carried</p> <p>5. <b>Toronto Enterprise Fund, Grant Funding:</b> The funding is intended for the purchase of equipment for FABARNAK to expand and improve our grab and go and takeaway service. This is a proposal for up to \$10,000 for a one time, one year duration with a deadline of February 6, 2017. The purchase of equipment for FABARNAK to expand and improve our grab and go and takeaway service.</p> <p><b>Motion 5</b><br/><b>Moved by</b> David Morris<br/><b>Seconded by</b> Tom Lewis<br/><b>That</b> the Board review and Toronto Enterprise Fund, Grant Funding application for proposal for up to \$10,000 for a one time, one year duration for the purchase of equipment for FABARNAK to expand and improve our grab and go and takeaway service.<br/><b>Decision</b> carried</p> |
| <p><b>8</b></p> | <p><b>Strategic Program and Planning (SPP) Committee Update</b></p> <p>David presented the Committee’s Annual Work Plan walking the Board through the following major themes:</p> <p>The 519 has framed its Strategic Priorities in the following four areas of focus:</p>   |

1. Expanded Community Engagement Focus
2. Community Programs and Services
3. Organizational Development
4. Fundraising, Philanthropy and Strategic Communications

The Committee has identified and aligned 6 areas of supporting activities as listed below with their current status. All of these components have impacts on the organization in Priority Setting, Finances, Use of Space and Programmatic.

1. Community Engagement, represented earlier in the meeting through the presentation provided by Becky
2. United Way Anchor Agency, which will be elaborated on with a future update on the status of The 519 application
3. Advocacy Framework, a strategy under development to support decision making and guide advocacy efforts at a governance, senior leadership and front-line levels. To note, in December The 519 engaged Debbie Douglas and Amy Casipullai from Ontario Council of Agencies Serving Immigrants (OCASI) to leverage their knowledge.
4. Space Use Policy
5. Anti-Racism and Equity
6. Trauma Informed Framework

Of these priorities, David took time to speak to the Board The 519's objective to developing an Advocacy Framework. At a recent presentation, OCASI said that The 519 does not need a formal advocacy framework, but discussions at SPP have continued to support the notion of having a written framework to provide high level policy direction. The reasons for this are to ensure community relevance and clearly outline our advocacy role as a Board of the City of Toronto. As well, OCASI recommended and The 519 should also look to the value of centering advocacy on the Mission on our organization and the role of influence that larger and diverse communities have in informing advocacy frameworks. Related to this is placing a value on a strategic approach that includes an equity framework, intersectionality, research, policy led and policy informed change, leveraging media as a resource to connect and acknowledging leadership at a national level.

This aligns with the comments that Gwen presented at the retreat. The governance of our advocacy framework should:

- Rely on the expertise of the ED and staff leads to make programmatic decisions and recommendations to the Board;
- Leverage our expertise as community members with specific skill sets (policy, legal, financial, community engagement) to provide high level guidance which reflects the diverse needs The 519's communities;



## Minutes: Board of Management, Meeting 4 (2016-2017)

Monday January 30, 2017 6:30 PM

The 519, Front Desk Room

Over the next 6 months or so, The 519 will draft an advocacy framework and the Board has a role to engage in these discussions and to understand the Board role in determining advocacy priorities. As a community-based Board there will be continued engagement in setting the values and priorities for the organization while entrusting and supporting The 519 Staff and Executive Director leadership to its purview of engaging community (local and LGBTQ) and working to meet community needs as they emerge or change.

David continued to present the alignment with 2017 Organization Priorities: Space Use Policy Review noting an upcoming community-engaged organizational review and revise our Space Use Policy (governing document). David spoke to the staff working group which will lead the creation of a work plan, conduct research and internal conversations, manage a community consultation and draft the policy for the advisory group's review. David outlined the Volunteer Advisory Group that will be established to support the development of the review strategy, inform the consultation process, review findings, draft revisions and make final recommendations to the Board through SPP. This Working Group will consist of 3 community members, 2 staff, and 2 board members. The Advisory group will advance the work to the agenda of SPP Committee via the Chair who will report back to the Board. It is anticipated that this work is on a 1 to 2 year timeline with more definitive dates forthcoming.

David then spoke to the alignment to Organizational Priorities to develop an intentional anti-racism and equity engagement plan at the programmatic level. Noting the next steps include developing an intentional anti-racism and equity organizational learning plan that includes training and staff development and integrate this strategy throughout our work planning and program development processes

Equity and Anti-Racism Organizational Development Strategy Purpose/Objectives:

1. Identify, develop, and build Board and senior leadership competencies to more effectively engage at the organizational and community leadership level to support the Equity and Anti-Racism
2. Integrate and support learning and equity and anti-racism competencies across all levels of the organization. Undertake a Board and organizational audit to develop intentional Board and organizational response to priorities
3. Consult and advance relevant strategic partnerships at all levels across the organization and community, to develop long-range strategy to build related community capacity broadly and achieve relevant strategic objectives (defined through community dialogue)

David highlighted that there is lot of crossover work with the Human Resources and Governance Committee. Items focusing on staff/board competencies are related to HR, but programmatic changes and community engagement is tracked through SPP. Staff have taken training and are working on integrating and anti-racism and equity formally and embedding that work into all of our programs.

|                 |  |
|-----------------|--|
|                 | <p>David then spoke to the Trauma Framework that is in development. He highlighted that there are no immediate decisions and proposals on the table for the Board to consider. SPP's role in this will be provide feedback to staff on any programmatic decisions requiring committee and/or board approval.</p> <p>To date, The 519 has hired Clinical Supervisor with expertise in trauma. It was also an opportunity to explore embedding trauma informed thinking in The 519's programs. For example the Trans Youth Mentorship program in addition to networking and employment focused learning, participants also had a access to one-on-one counselling with our clinical supervisor on a range of topics (housing, setting personal goals, employment goals) all from a trauma informed perspective.</p> <p>In terms of next steps, staff will continue to explore other opportunities to build this into program design, to build capacity in staff and in the community and to think about how to create space that takes trauma into consideration.</p>  |
| <p><b>9</b></p> | <p><b>Fundraising, Philanthropy, Communications Committee Update</b></p> <p>John provided a Thursday January 26, 2016 Committee Meeting update:</p> <ol style="list-style-type: none"> <li>1. John reported on unaudited financial results from last year's fundraising efforts including the year-end appeal. Highlights included: <ul style="list-style-type: none"> <li>• Raised \$207,095 in individual giving, a 66% increase over the \$125,000 budgeted goal</li> <li>• Exceeded corporate fundraising goal by \$26,513 (final: \$111,513)</li> </ul> </li> <li>2. John indicated that beyond working to achieve the 2017 fundraising targets, the Committee's big area of focus will be to complete and deliver a new 3-5 year Strategic Philanthropy Plan that will seek to strengthen our philanthropic objectives, expand and diversify our donor base, and reflects our commitment to anti-racism and equity.</li> </ol> <p>While the Strategic Philanthropy Plan – expected to be completed by September – will invariably impact/embolden all areas of our philanthropy work, John presented some specific goals for 2017:</p> <ul style="list-style-type: none"> <li>• Expanding base of corporate supporters by engaging corporate equity groups</li> <li>• Expanding base of individual supporters</li> <li>• Developing a communications plan to pro-actively promote the opportunity to support The 519 through third-party fundraisers during the month of June</li> <li>• Reviewing our Member Program to maximize philanthropic and engagement opportunities</li> <li>• Began conversations related to succession planning around key fundraising</li> </ul> |

|                  |   |
|------------------|---|
|                  | <p>initiatives.</p> <p>These goals may need to be modified to reflect two decisions not yet known: The 519 as an United Way member agency and the Moss Park re-development project.</p> <p>3. John reported that a number of key fundraising events are coming up:</p> <ul style="list-style-type: none"> <li>• Firefly Pub on St. Patrick’s Day on Friday, March 17, co-chaired by James Beattie and Tess Duplessis</li> <li>• A donor recognition event will be planned in the spring</li> </ul>  |
| <p><b>10</b></p> | <p><b>Human Resources and Governance Committee</b></p> <p>Gwen presented on the Committee update:</p> <ul style="list-style-type: none"> <li>• Board Evaluation Framework under draft and expected to be presented to the Committee on February 13, 2017 and then presented to the Board of Management on Feb 27, 2017.</li> <li>• The 2016/2017 Human Resources and Governance Committee Action Plan for Committee added two objectives to incorporate the development of a “Placemat” project to visually demonstrate the mission and vision of the Board as well as to highlight the Committee’s role in advancing The 519’s Anti-Racism and Equity Strategy. A final draft will be developed and presented to the Committee for approval on February 13, 2017 and presented to the Board of Management on Feb. 27, 2017.</li> <li>• A Board Survey is under development for a 2017 Board Survey and the committee is including a review of other Board Survey examples to inform their work.</li> <li>• The Committee is reviewing the demographic information currently collected through the nominations process, the Committee will explore the addition of categories including but not limited to physical and mental disability, HIV status, and representation neighbourhoods across the GTA to ensure a diverse membership on the Board. Further research is underway regarding the demographic component of the survey as it relates to both the Public Appointment Process and alignment with The 519 Mission and Vision and MFIPPA obligations.</li> <li>• A collection and analysis of existing demographic information available for Board members as collected through the nominations process is underway. This work will help inform discussions and planning to work toward a Board that represents the community it serves.</li> <li>• This information will also feed into broader governance conversations and planning for recruitment. The committee will also develop a terms of reference for the optional survey published with the Board application. This information will also include who applies versus who is appointed to the Board.</li> <li>• The Committee consulted and gather research from LA LGBTQ community centres, Maytree Foundation, the United Way and other resources.</li> </ul> |

|                  |  |
|------------------|--|
| <p><b>11</b></p> | <p><b>Nominations Committee Update</b></p> <p>Jacob provided an update on the board recruitment process for the two vacancies:</p> <ul style="list-style-type: none"> <li>• The Board is asked to provide outreach and promotion of the vacancies</li> <li>• The link to the form and additional information is published on The 519 website</li> <li>• The City of Toronto is promoting in their network and on the City Clerk's web page with a link back to The 519 website</li> </ul>  |
| <p><b>12</b></p> | <p><b>Finance Committee Update</b></p> <p>Tom requested the Board to review and approve the In camera meeting minutes as they pertain to the In camera session, December 12, 2017 regarding the 2017 Recommended Operating and Capital Budget Report contains <b>CONFIDENTIAL</b> Human Resources and Financial information to be reviewed in camera.</p> <p><b>Motion 1</b><br/> <b>Moved by</b> Nichola Ward<br/> <b>Seconded by</b> David Morris<br/> That the Board to enter an in camera session to review the In camera Minutes of the December 12, 2016 regarding the 2017 Recommended Consolidated Operating and Capital Budget and Sole Source/Contract Extension Report as presented by staff<br/> <b>Decision</b> carried</p> <p><b>Motion 2</b><br/> <b>Moved by</b> Paul Jonathan Saguil<br/> <b>Seconded by</b> Nichola Ward<br/> That the Board to exit the in camera session<br/> <b>Decision</b> carried</p> <p><b>Motion 3</b><br/> <b>Moved by</b> David Morris<br/> <b>Seconded by</b> Linda Booker<br/> That the Board to approve the In camera Minutes of December 12, 2016 regarding the 2017 Recommended Consolidated Operating and Capital Budget and Sole Source/Contract Extension Report as presented by staff when out of camera<br/> <b>Decision</b> carried</p> |
| <p><b>1</b></p>  | <p><b>Other Business / Emerging Issues</b></p> <p>Jacob confirmed no further business.</p>   |
| <p><b>13</b></p> | <p><b>Adjournment</b></p> <p>Jacob adjourned the meeting at pm.</p>  |



**Minutes: Board of Management, Meeting 4 (2016-2017)**

Monday January 30, 2017 6:30 PM

The 519, Front Desk Room

|  |   |
|--|---|
|  | <p><b>Motion</b><br/> <b>Moved by</b> Gwen Benaway<br/> <b>Seconded by</b> Alwin Kong<br/> <b>That</b> the Board adjourn the meeting<br/> <b>Decision</b> carried</p> |
|--|---|

| <b>Item</b> | <b>Attached Documents</b>  |
|-------------|--|
| 2           | <ul style="list-style-type: none"> <li>• Agenda: Monday January 30, 2017</li> </ul>  |
| 3           | <ul style="list-style-type: none"> <li>• Minutes: Monday December 12, 2016</li> </ul>  |
| 5           | <ul style="list-style-type: none"> <li>• Board Standing Committee Report</li> </ul>  |
| 6           | <ul style="list-style-type: none"> <li>• 2016-2017 Board Meeting Schedule</li> <li>• 2017 Briefing Note: Moss Park Update</li> </ul>                               |
| 7           | <ul style="list-style-type: none"> <li>• Grant Application Update</li> </ul>   |
| 8           | <ul style="list-style-type: none"> <li>• December 5, 2016 Committee Meeting Update</li> </ul>  |
| 10          | <ul style="list-style-type: none"> <li>• Monday January 9, 2017 Human Resources and Governance Meeting Update</li> </ul>   |
| 12          | <ul style="list-style-type: none"> <li>• <b>In camera Minutes for the 2017 Recommended Operating and Capital Budget and Sole Source Recommendations</b></li> </ul> |

**\*yellow highlight indicates in camera session**