



MINUTES: Board of Management, Meeting 3 (2022-2023)

Monday, December 12, 2022 @ 6:30 - 8:30 PM, Virtual via Zoom

Board Members

Chair: Paul Saguil	Aaron Hewitt	Min Oh
Vice-Chair: Tom Spence	Brett House	Juan Camilo Rendon Ocampo
Secretary: Erika Voaklander	Pam Hrick	Mauriene Tolentino
Treasurer: Zoe Robinson	Natalie Miller	
Ex-Officio: Councillor-Elect Chris Moise (absent)		

The 519

Executive Director	Maura Lawless
Director, Strategic Partnership Initiatives	Jaymie Sampa
Director, Finance	Maria Martinez
Director, Public Interest and Legal Initiatives	Johanna Macdonald
Director, Public Interest and Community Relations	Curran Stikuts
Manager, Strategic & Executive Planning (minutes)	Laura Gibbon

Guest(s): N/A

Item	Minutes
1	<p>Welcome and Introductions Paul Saguil opened the meeting at 6:30 PM, welcomed everyone and delivered the land acknowledgement.</p>
2	<p>Approve Agenda Paul Saguil requested the Board to review the agenda for the Board Meeting of December 12, 2022.</p> <p>MOTION 2.1: To approve the agenda for the Board Meeting of December 12, 2022.</p> <p>Moved by: Natalie Miller Seconded by: Tom Spence</p> <p>That the Board of Management approve the agenda, as amended, for the Board Meeting of December 12, 2022.</p> <p>Recorded vote: Unanimous Aaron Hewitt Brett House Pam Hrick Natalie Miller Min Oh Juan Camilo Rendon Ocampo Zoe Robinson Paul Saguil Tom Spence</p>



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	<p>Mauriene Tolentino Erika Voaklander</p> <p>Decision carried</p>
3	<p>Approve Meeting Minutes Paul Saguil requested the Board to review the minutes for the Board Meeting of November 28, 2022.</p> <p>MOTION 3.1: To approve the minutes for the Board Meeting of November 28, 2022.</p> <p>Moved by: Mauriene Tolentino Seconded by: Erika Voaklander</p> <p>That the Board of Management approve the minutes for the Board Meeting November 28, 2022.</p> <p>Recorded vote: Unanimous Aaron Hewitt Brett House Pam Hrick Natalie Miller Min Oh Juan Camilo Rendon Ocampo Zoe Robinson Paul Saguil Tom Spence Mauriene Tolentino Erika Voaklander</p> <p>Decision carried</p>
4	<p>Declaration of Conflict of Interest(s) Paul Saguil confirmed no conflicts of interest were declared.</p>
5	<p>Staff Presentations</p> <p>5.1 N/A</p>
6	<p>Chair Report/Executive Committee – Paul Saguil (Chair of the Board)</p> <ul style="list-style-type: none"> Paul Saguil shared that along with key senior staff members, he will be meeting with newly elected Councillor Chris Moise to explore opportunities for collaboration throughout his term. Paul will report back to the Board after the meeting.



<p>7</p>	<p>Executive Director Report – Maura Lawless (Executive Director)</p> <p>7.1 December Update</p> <ul style="list-style-type: none"> • Staff are currently in the process of recruiting and hiring for several positions, including a Director, Philanthropy and Manager, Major Events. • The shelter collaboration with Homes First Society continues to advance, all beds have now been filled and the staffing complement is growing. Staff are excited about continuing that work. • The new Toronto Police Service Chief has reached out to set up a meeting with The 519 in January 2023. The Directors team will be meeting in December to determine agenda items and priority issues to raise with the new Chief. A briefing note will be shared with the Board.
<p>8</p>	<p>Finance Committee Updates – Zoe Robinson (Treasurer) / Maria Martinez (Director, Finance)</p> <p>8.1 Meeting Update</p> <p>Zoe provided an update on the Finance Committee meeting which took place on December 6, 2022.</p> <p>8.2 2023 Preliminary Consolidated Operating Budget</p> <p>Maria Martinez presented the 2023 Preliminary Budget, which is developed in line with The 519’s Board-approved budget principles of Justice and Poverty Reduction, Adaptation, Anti-Black Racism and Indigenous Reconciliation, Well-Being and Sustainability.</p> <p>2023 Key Highlights</p> <ul style="list-style-type: none"> • Recommended adjusted net operating deficit of -\$257k after gapping. • Estimated 14% revenue increase from \$8.3M to \$9.6M • 15% expenses increase from \$8.5M to \$9.9M, primarily \$1.1M staff salary/benefit costs • Funded program / service expansion: Housing Support, Youth Academy and Access to Justice • Continue to fund food security programming to address community food insecurity • Funds for emergency financial / in-kind community support • \$.130M increase in data/software enhancements and \$.175M consultants (By-law review, Space Use policy review, strategic planning, etc.) • Continue to prioritize and resource our anti-racism and equity work including the Trans Engagement Strategy, Indigenous Reconciliation and Black Collective



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Maria presented the 2023 Preliminary Operating Budget, the 2023 Budget by departments, and some key actions to reduce the operating deficit.

MOTION 8.2a: To go in camera

Moved by: Zoe Robinson

Seconded by: Min Oh

That the Board go in camera

Recorded vote: Unanimous

Aaron Hewitt

Brett House

Pam Hrick

Natalie Miller

Min Oh

Juan Camilo Rendon Ocampo

Zoe Robinson

Paul Saguil

Tom Spence

Mauriene Tolentino

Erika Voaklander

Decision carried

Staff presented the 2023 Preliminary Operating Budget (in-camera) report.

MOTION 8.2b: To come out of camera

Moved by: Tom Spence

Seconded by: Brett House

That the Board come out of camera

Recorded vote: Unanimous

Aaron Hewitt

Brett House

Pam Hrick

Natalie Miller

Min Oh

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Erika Voaklander

Decision carried

MOTION 8.2: Approve the 2023 Preliminary Operating budget, with the understanding that when the Final Revised 2023 Operating budget is presented in Q1 2023, it includes a report on strategies to balance the operating budget.

Moved by: Zoe Robinson

Seconded by: Brett House

That the Board approve the 2023 Preliminary Operating budget, with the understanding that when the Final Revised 2023 Operating budget is presented in Q1 2023, it includes a report on strategies to balance the operating budget.

Recorded vote: Unanimous

Aaron Hewitt

Brett House

Pam Hrick

Natalie Miller

Min Oh

Juan Camilo Rendon Ocampo

Zoe Robinson

Paul Saguil

Tom Spence

Erika Voaklander

Decision carried

8.3 Vacation Payout

MOTION 8.3: Approve the pay-out of vacation time for particular management employees, including the Executive Director, with large vacation banks, up to a maximum of \$17,800.

Moved by: Brett House

Seconded by: Erika Voaklander

That the Board approve the pay-out of vacation time for particular management employees, including the Executive Director, with large vacation banks, up to a maximum of \$17,800.

Recorded vote: Unanimous

Aaron Hewitt



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	<p>Brett House Pam Hrick Natalie Miller Min Oh Juan Camilo Rendon Ocampo Zoe Robinson Paul Saguil Tom Spence Erika Voaklander</p> <p>Decision carried</p>
9	<p>GHRC Update – Natalie Miller (Chair, GHRC) / Maura Lawless (Executive Director)</p> <p>9.1 By-law Review Update</p> <p>Natalie Miller provided an update on the by-law review process. A group of interested board members and staff have been working with John Miller (an external consultant) to conduct an in-depth review of the current Board By-laws. The group has met five times so far and will continue to meet in the new year. The more substantive questions and matters for consideration will be brought to the entire Board for discussion.</p>
10	<p>Other Business/Emerging Issues</p> <ul style="list-style-type: none"> • The Board thanked staff for all their hard work in 2022. • Staff requested that Board members share the year-end appeal with their networks and friends. • The 519 will close on the statutory holidays only and will remain open to the public otherwise.
11	<p>Adjournment</p> <p>Meeting was adjourned at 7:50 PM.</p>

Item	Attached Documents *yellow highlight indicates in camera session where the document will be available printed at the meeting
2	2.1 Agenda for Board Meeting of December 12, 2022
3	3.1 Minutes for Board Meeting of November 28, 2022
8	8.1 Finance Meeting Summary: December 6, 2022 8.2 2023 Preliminary Consolidated Operating Budget 8.2 In-Camera Finance Report