



## MINUTES: Board of Management, Meeting 5 (2022-2023)

Monday, February 27, 2023 @ 6:30 - 8:30 PM, Virtual via Zoom

### Board Members

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

### The 519

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

**Guest(s):** Tyler Johnson (on behalf of Councillor Moise)

Item	Minutes
<b>1</b>	<p><b>Welcome and Introductions</b> Tom Spence opened the meeting at 6:30 PM, welcomed everyone and delivered the land acknowledgement.</p>
<b>2</b>	<p><b>Approve Agenda</b> Tom Spence requested the Board to review the agenda for the Board Meeting of February 27, 2023.</p> <p><b>MOTION 2.1:</b> To approve the agenda for the Board Meeting of February 27, 2023.</p> <p><b>Moved by:</b> Brett House <b>Seconded by:</b> Natalie Miller</p> <p><b>That</b> the Board of Management approve the agenda for the Board Meeting of February 27, 2023.</p> <p><b>Recorded vote:</b> Unanimous Aaron Hewitt Brett House Pam Hrick Natalie Miller Min Oh Juan Camilo Rendon Ocampo Tom Spence Mauriene Tolentino</p>



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	<p>Erika Voaklander</p> <p><b>Decision</b> carried</p>
<b>3</b>	<p><b>Approve Meeting Minutes</b> Tom Spence requested the Board to review the minutes for the Board Meeting of January 30, 2023.</p> <p><b>MOTION 3.1:</b> To approve the minutes for the Board Meeting of January 30, 2023.</p> <p><b>Moved by:</b> Pam Hrick <b>Seconded by:</b> Erika Voaklander</p> <p><b>That</b> the Board of Management approve the minutes for the Board Meeting January 30, 2023.</p> <p><b>Recorded vote:</b> Unanimous Aaron Hewitt Brett House Pam Hrick Natalie Miller Min Oh Juan Camilo Rendon Ocampo Tom Spence Mauriene Tolentino Erika Voaklander</p> <p><b>Decision</b> carried</p>
<b>4</b>	<p><b>Declaration of Conflict of Interest(s)</b> Tom Spence confirmed no conflicts of interest were declared.</p>
<b>5</b>	<p><b>Staff Presentations</b> – N/A</p>
<b>6</b>	<p><b>Chair Report/Executive Committee</b> – Tom Spence (Vice-Chair of the Board)</p> <p><b>6.1 Chair’s Report</b></p> <p>Tom Spence reported the following update:</p> <ul style="list-style-type: none"> <li>Some Board members and staff members will be meeting with TPS Chief Demkiw later this week to introduce themselves and begin the conversation of raising community concerns. Staff have written a briefing note to outline current and historical issues to be addressed over time.</li> </ul>
<b>7</b>	<p><b>Executive Director Report</b> – Maura Lawless (Executive Director)</p>

**7.1 2022 Organizational Workplan Update Report**

Maura Lawless reported that staff are coordinating with the Hands Off Hanlan’s efforts.

Maura Lawless shared an overview of the 2022 Organizational Workplan Report, including highlighting the following 10 key achievements which only represent a fraction of the work done:

- Secured \$3.35M in new additional multi-year funding to expand community programs, services and impact.
- Designed, developed and completed the community engagement consultation project and final report related to the barriers that 2SLGBTQ+ people experiencing homelessness face in shelter and housing systems in the City of Toronto.
- Completed the recruitment and expansion of the Access to Justice Team including securing new funding, on-boarding and program expansion.
- In response to COVID impacts and current social and economic realities related to inflation and poverty, we continued to prioritize community food programs throughout all of our programs and services.
- Focused resources and strategic priorities to engage in the Downtown East City Cluster meetings deepening and strengthening relationships and developing new partnerships that improve community public health justice outcomes.
- Fully integrated Anti-Black Racism and Indigenous Reconciliation in work plans, community programs and services and in all learning and development objectives across The 519.
- Completed The 519’s Capacity Development plan including hosting seven All Staff Retreats, various Lunch ‘n’ Learns, workshops and trainings through ELI focused on advancing our equity and justice commitments; bringing staff together post COVID to build cohesive engaged staffing teams and advance various capacity building and learning sessions and support the organization to achieve our vision for the future.
- Managed through unexpected departure of the finance team. Hired interim consultants and restaffed the entire department including adding new resources including Manager/Controller and completed a successful business case to the City to add Manager, People Services. At the same time completed research and identified new upgraded improved accounting and payroll systems. Signed multi-year agreements and have commenced the transformation of the infrastructure. Exceeded the annual fundraising targets and ended the year in a positive surplus position.
- Designed, developed and implemented annual communications plans including various advocacy collateral. Completed major migration of website back-end from

	<p>current CMS to WordPress to meet cyber security standards and improve user experience. Developed new materials and resources, including the 2SLGBTQ+ media guide and hosted media guide launch event. Led extensive Barbara Hall Park activation with a broad cross-section of local residents, businesses and park users including 75+ engagement activities in collaboration with 25 partners / agencies / businesses / artists.</p> <ul style="list-style-type: none"> <li>• Developed scope of work and retained consultant to support to update and modernize the Board Bylaws and refine all Board governance documents. Completed public meeting provisions training and orientation. As well as supporting all aspects of Board secretariat work.</li> </ul> <p><b>7.2 2023 Organizational Workplan – ED Report</b></p> <p>Maura Lawless shared an overview of the 2023 Organizational Workplan, highlighting four top line strategic priorities with goals for each (detailed report provided for information):</p> <p><i>STRATEGIC PRIORITY #1: Responding to Community Need</i></p> <ul style="list-style-type: none"> <li>• Continue to build mechanisms that understand needs on the ground through ongoing dialogue and engagement with community while building out existing programs and services; seeking opportunities and promising practices for new responses and interventions that are aligned to our current commitments to diverse 2SLGBTQ+ communities in the GTA as well as the broader Downtown East.</li> </ul> <p><i>STRATEGIC PRIORITY #2: Invest In and Advance Infrastructure and Systems Improvements</i></p> <ul style="list-style-type: none"> <li>• Invest in organizational infrastructure and systems that increase access to programs and services, improve operational efficiencies, support good governance, provide ongoing analysis, real-time insights, and strategically identify sustainable fundraising strategies.</li> </ul> <p><i>STRATEGIC PRIORITY #3: Internal Capacity Building and Workforce Development</i></p> <ul style="list-style-type: none"> <li>• Strategically advance the work of anti-racism, reconciliation, equity, justice and accessibility through intentional internal capacity building and training efforts. Continue to build people-centered human resource practice, flexible responsive work models, and advocate for increased compensation across the organization, particularly at the frontline level.</li> </ul> <p><i>STRATEGIC PRIORITY #4: Partnership Development and Relationship Building</i></p> <ul style="list-style-type: none"> <li>• Build strong community-based partnerships that strengthen service delivery, advocacy, and social policy networks that contribute to pandemic recovery efforts</li> </ul>
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	<p>that are responsive to community need and that ensure that marginalized and vulnerable communities are not left behind.</p> <p>The Board thanked Maura for her presentation and the incredible amount of work being done.</p> <ul style="list-style-type: none"> <li>• Tyler Johnson asked about the stated issue in funding for the new HR Manager position. Staff explained that the funding had been approved by Council but not the addition of another FTE. Tyler offered to follow up on this.</li> <li>• Tyler also suggested, given Councillor Moise’s role as Chair, Board of Health, a meeting between The 519 staff and the Councillor to discuss challenges faced by queer and trans BIPOC communities in accessing public health services. Staff agreed and raised the fact that the Toronto Urban Health Fund has discontinued funding The 519’s Trans People of Colour Project as a pressing concern. Staff confirmed that they would continue running the program with or without TUHF funding but this poses an unexpected financial pressure.</li> <li>• A Board member asked for an update on the capital renovation work. Staff explained that the current work being done to the back exterior has been delayed by at least six months. The garbage relocation work will begin after Pride 2023, and then begin to explore first floor and lobby options to maximize accessibility, space, and ensure a safe and welcoming environment for all.</li> <li>• A Board member asked about the tax clinics and whether there may be an opportunity scale up services to address the fact that low-income folks not filing their taxes may be missing out on rebates opportunities. Staff agreed to follow up on whether there are opportunities to augment existing services or incorporate into advocacy issues.</li> </ul>
<p><b>8</b></p>	<p><b>SPP Committee Updates</b> – Tom Spence (Chair, SPP) / Curran Stikuts (Director, Public Interest and Community Relations)</p> <p><b>8.1 SPP Meeting Update</b></p> <p>Tom provided an update on the SPP meeting.</p> <p><b>8.2 Pay It No Mind Fund</b></p> <p>Tom referenced the meeting summary report for more information.</p> <p><b>8.3 Space Use Policy</b></p> <p>Staff are undertaking a review of the Space Use Policy and its associated processes with the intention to examine existing use of space, with a focus on the first floor and lobby space.</p>



	<p><b>8.4 Funding Opportunities</b></p> <p>Tom referenced the meeting summary report for more information.</p>
<b>9</b>	<p><b>FPC Committee Updates</b> – Juan Camilo Rendon Ocampo (Chair, FPC) / Curran Stikuts (Director, Public Interest and Community Relations)</p> <p><b>9.1 FPC Meeting Update</b></p> <p>Juan Camilo provided an update on the FPC meeting.</p> <p><b>9.2 2022 YE Preliminary Philanthropy Results</b></p> <p>The committee reviewed the 2022 year-end preliminary results. YTD totals were highlighted, including corporate and third-party giving which exceeded year end targets.</p> <p><b>9.3 2022 Year-End Campaign</b></p> <p>This year the successful campaign raised a total of \$115K+ through direct donation channels, and \$23K+ through indirect and employee giving for a total of \$138K. This, compared to \$76K in 2021, is an 82% increase year over year. Two factors were highlighted as strong contributors to the campaign’s success: leveraging the broader (non-donor) newsletter in soliciting donations, and subsequently the 60% increase in individual donors from 2021 to 2022.</p> <p><b>9.4 2023 Philanthropic Targets</b></p> <p>This year, an increase in The 519’s 2023 philanthropic revenue goal is 25% (\$885,039) higher than the 2022 philanthropic results, largely due to the return of the Annual Gala. Staff will confirm that ticket and table sales info is correctly displayed on the website.</p> <p>Green Space Festival planning is underway. The Festival will run from June 21-25, all in Barbara Hall Park.</p>
<b>10</b>	<p><b>Other Business/Emerging Issues</b></p> <p>N/A</p>
<b>11</b>	<p><b>Adjournment</b></p> <p>Meeting was adjourned at 7:55 PM.</p>

<b>Item</b>	<b>Attached Documents *yellow highlight indicates in camera session where document will be available printed at the meeting</b>
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2	2.1	Agenda for Board Meeting of February 27, 2023
3	3.1	Minutes for Board Meeting of January 30, 2023
7	7.1	2022 Organizational Workplan Report 2023 Organizational Workplan
8	8.1 8.2 8.3 8.4	SPP Meeting Summary: February 6, 2023 Pay It No Mind Fund Report Space Use Policy Review SOW Funding Opportunities Report
9	9.1 9.2 9.3 9.4	FPC Meeting Summary: February 7, 2023 2022 Philanthropy Overview Report 2022 Year-End Campaign Report 2023 Philanthropic Targets Report