



**MINUTES: Board of Management, Meeting 9 (2022-2023)**  
 Monday, June 12, 2023 @ 6:30 - 8:30 PM, Hybrid room 204/Zoom

**Board Members**

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

**The 519**

<b>Executive Director</b>	Maura Lawless
<b>Director, Finance</b>	Maria Martinez
<b>Director, Advocacy and Strategic Communications</b>	Curran Stikuts
<b>Director, Philanthropy</b>	Aniska Ali
<b>Director, Public Interest &amp; Legal Initiatives</b>	Johanna Macdonald
<b>Manager, Strategic &amp; Executive Planning (minutes)</b>	Laura Gibbon

**Guest(s):** John Miller (External Consultant)

Item	Minutes
<b>1</b>	<p><b>Welcome and Introductions</b>            Paul Saguil opened the meeting at 7:05 PM, welcomed everyone, delivered the land acknowledgement and held a moment of silence to acknowledge the Pulse Nightclub anniversary date.</p>
<b>2</b>	<p><b>Approve Agenda</b>            Paul Saguil requested the Board to review the agenda for the Board Meeting of June 12, 2023.</p> <ul style="list-style-type: none"> <li>Remove staff presentation from the formal agenda due to the presentation taking place prior to official start of meeting.</li> <li>Add a motion in the Chair's Report to accept a board member's resignation.</li> </ul> <p><b>MOTION 2.1:</b> To approve the agenda, as amended, for the Board Meeting of June 12, 2023.</p> <p><b>Moved by:</b> Pam Hrick  <b>Seconded by:</b> Min Oh</p> <p><b>That</b> the Board of Management approve the agenda, as amended, for the Board Meeting of June 12, 2023.</p> <p><b>Recorded vote:</b> Unanimous            Aaron Hewitt</p>



**MINUTES: Board of Management, Meeting 9 (2022-2023)**  
 Monday, June 12, 2023 @ 6:30 - 8:30 PM, Hybrid room 204/Zoom

	<p>Pam Hrick          Min Oh          Zoe Robinson          Paul Saguil          Erika Voaklander</p> <p><b>Decision</b> carried</p>
<b>3</b>	<p><b>Approve Meeting Minutes</b>          Paul Saguil requested the Board to review the minutes for the Board Meeting of May 29, 2023.</p> <p><b>MOTION 3.1:</b> To approve the minutes for the Board Meeting of May 29, 2023.</p> <p><b>Moved by:</b> Aaron Hewitt  <b>Seconded by:</b> Min Oh</p> <p><b>That</b> the Board of Management approve the minutes for the Board Meeting May 29, 2023.</p> <p><b>Recorded vote:</b> Unanimous          Aaron Hewitt          Pam Hrick          Min Oh          Zoe Robinson          Paul Saguil          Erika Voaklander</p> <p><b>Decision</b> carried</p>
<b>4</b>	<p><b>Declaration of Conflict of Interest(s)</b>          Paul Saguil confirmed no conflicts of interest were declared.</p>
<b>5</b>	<p><b>Staff Presentations</b> – Andrew Greaves (Manager, Youth Advocacy Programs) &amp; Johanna Macdonald (Director, Public Interest &amp; Legal Initiatives)</p> <ul style="list-style-type: none"> <li>• Staff presented on the Youth Advocacy Program, providing an overview of the team and project objectives. The Board thanked staff for their work.</li> </ul>
<b>6</b>	<p><b>Chair Report/Executive Committee</b> – Paul Saguil (Chair of the Board)</p> <p><b>6.1 Chair’s Report</b></p> <ul style="list-style-type: none"> <li>• Paul Saguil thanked staff for all their hard work in the lead up to Green Space Festival and referenced many pride events happening throughout the city this month, including Board members’ attendance at Family Pride, Senior Pride and Refugee Pride.</li> </ul>

	<ul style="list-style-type: none"> <li>Mauriene Tolentino has resigned effective June 12, 2023. The Board thanked Mauriene for their contributions to the Board and agreed to consider the position vacant for the rest of the term.</li> </ul> <p><b>MOTION 6.1:</b> To accept Mauriene Tolentino’s resignation from the Board effective June 12, 2023.</p> <p><b>Moved by:</b> Zoe Robinson <b>Seconded by:</b> Pam Hrick</p> <p><b>That</b> the Board of Management accept Mauriene Tolentino’s resignation from the Board effective June 12, 2023.</p> <p><b>Recorded vote:</b> Unanimous Aaron Hewitt Pam Hrick Min Oh Zoe Robinson Paul Saguil Erika Voaklander</p> <p><b>Decision</b> carried</p>
<p><b>7</b></p>	<p><b>Executive Director Report</b> – Curran Stikuts (Director, Advocacy &amp; Strategic Communications) &amp; Aniska Ali (Director, Philanthropy)</p> <p><b>7.1 Green Space Festival Update</b></p> <ul style="list-style-type: none"> <li>Green Space Festival planning is well underway, completed staff training last week and scheduling is looking good. Passes and ticketed events have sold out in record time. Staff thanked the Board for their support, attendance and volunteerism leading up to the festival.</li> </ul>
<p><b>8</b></p>	<p><b>Bylaw Review Project Update</b> – John Miller (Consultant)</p> <p><b>8.1 Bylaw Review Update and Discussion</b></p> <ul style="list-style-type: none"> <li>John Miller delivered a presentation outlining the bylaw review project, and the changes being proposed to the bylaws, for membership approval at the 2023 AGM.</li> <li>The Board discussed and agreed on the following decisions to propose to the membership: <ul style="list-style-type: none"> <li>The Board will propose Bay Street as the west boundary for the new catchment area.</li> <li>The Board will propose expanding Non-Catchment Members voting eligibility to all matters except (1) electing Board members and (2) calling a meeting where the Board would be asked (but not compelled) to request</li> </ul> </li> </ul>



**MINUTES: Board of Management, Meeting 9 (2022-2023)**  
 Monday, June 12, 2023 @ 6:30 - 8:30 PM, Hybrid room 204/Zoom

	<p>that the City revoke a Board member’s appointment. Non-Catchment Members will be eligible to vote on future recommended amendments to the by-laws.</p> <ul style="list-style-type: none"> <li>○ Members will not be asked to approve financial statements given City oversight, but rather receive the audited financial statements.</li> <li>○ Quorum at Special Members’ meetings will be changed to 11.</li> <li>○ The 519 employees will no longer be eligible to become Members.</li> <li>○ Implementing quorum of 2 board members at committee meetings and that this will be further developed in board policy.</li> <li>○ Next steps: circulate the draft proposed Board By-law amendments to the catchment Membership for feedback till July 6<sup>th</sup>. If substantive feedback the committee will reconvene on July 10<sup>th</sup> to discuss. Final proposed amendments will come to the August Board meeting.</li> </ul>
<p><b>9</b></p>	<p><b>Finance Committee Updates</b> – Zoe Robinson (Chair, Finance) &amp; Maria Martinez (Director, Finance)</p> <p><i>Brett House joined the meeting.</i></p> <p><b>9.1 Finance Meeting Update</b></p> <ul style="list-style-type: none"> <li>• Zoe Robinson provided an overview of the meeting summary.</li> </ul> <p><b>9.2 2022 Audited Financial Statements</b></p> <ul style="list-style-type: none"> <li>• Zoe Robinson presented highlights from the 2022 Draft Audited Financial Statements.</li> </ul> <p><b>MOTION 9.2:</b> To receive and approve the 2022 Draft Audited Financial Statements and Auditor’s Report.</p> <p><b>Moved by:</b> Zoe Robinson  <b>Seconded by:</b> Brett House</p> <p><b>That</b> the Board of Management receive and approve the 2022 Draft Audited Financial Statements and Auditor’s Report.</p> <p><b>Recorded vote:</b> Unanimous      Aaron Hewitt      Pam Hrick      Brett House      Min Oh      Zoe Robinson      Paul Saguil      Erika Voaklander</p> <p><b>Decision</b> carried</p>



**9.3 2023 Q1 Variance Report**

- The 519 remains in a favorable financial position while continuing to prioritize strategic projects and programs. Major variances are timing related.
- The 519 is ending Q1 with a \$248k surplus compared to \$24k budgeted.

**MOTION 9.3:** To approve the 2023 Q1 Variance Report.

**Moved by:** Zoe Robinson

**Seconded by:** Pam Hrick

**That** the Board of Management approve the 2023 Q1 Variance Report.

**Recorded vote:** Unanimous

Aaron Hewitt

Pam Hrick

Brett House

Min Oh

Zoe Robinson

Paul Saguil

Erika Voaklander

**Decision** carried

**9.4 Signing Authorities Policy**

- Staff presented the draft policy seeking authority to increase the signing authority limit from \$10k to \$50k.

**MOTION 9.4:** To approve the revised signing authorities and approve the new policy.

**Moved by:** Zoe Robinson

**Seconded by:** Min Oh

**That** the Board of Management approve the revised signing authorities policy.

**Recorded vote:** Unanimous

Aaron Hewitt

Pam Hrick

Brett House

Min Oh

Zoe Robinson

Paul Saguil

Erika Voaklander

**Decision** carried



<b>IN-CAMERA ITEMS</b>	
<b>10</b>	<p><b>MOTION 10.1a:</b> To go in camera.</p> <p><b>Moved by:</b> Zoe Robinson <b>Seconded by:</b> Pam Hrick</p> <p><b>That</b> the Board of Management go in camera to approve the previous in-camera minutes.</p> <p><b>Recorded vote:</b> Unanimous Aaron Hewitt Pam Hrick Brett House Min Oh Zoe Robinson Paul Saguil Erika Voaklander</p> <p><b>Decision</b> carried</p> <p><b>10.1 In-Camera Minutes for Board Meeting May 29, 2023</b></p> <p><b>MOTION 10.1b:</b> To come out of camera.</p> <p><b>Moved by:</b> Zoe Robinson <b>Seconded by:</b> Min Oh</p> <p><b>That</b> the Board of Management come out of camera.</p> <p><b>Recorded vote:</b> Unanimous Aaron Hewitt Pam Hrick Brett House Min Oh Zoe Robinson Paul Saguil Erika Voaklander</p> <p><b>Decision</b> carried</p> <p><b>MOTION 10.1:</b> To approve the in-camera minutes for the Board Meeting of May 29, 2023.</p> <p><b>Moved by:</b> Erika Voaklander <b>Seconded by:</b> Pam Hrick</p>



**MINUTES: Board of Management, Meeting 9 (2022-2023)**  
 Monday, June 12, 2023 @ 6:30 - 8:30 PM, Hybrid room 204/Zoom

	<p><b>That</b> the Board of Management approve the in-camera minutes for the Board Meeting May 29, 2023.</p> <p><b>Recorded vote:</b> Unanimous          Aaron Hewitt          Pam Hrick          Brett House          Min Oh          Zoe Robinson          Paul Saguil          Erika Voaklander</p> <p><b>Decision</b> carried</p>
<b>11</b>	<p><b>Other Business / Emerging Issues</b></p> <p>N/A</p>
<b>12</b>	<p><b>Adjournment</b></p> <p>Meeting was adjourned at 8:30 PM.</p>

<b>Item</b>	<b>Attached Documents *yellow highlight indicates in camera session where document will be available printed at the meeting</b>
2	2.1 Agenda for Board Meeting of June 12, 2023
3	3.1 Minutes for Board Meeting of May 29, 2023
8	8.1 Bylaw Review Briefing Note Bylaw Review Full Changes Documents
9	9.1 Finance Meeting Summary Report: June 12, 2023 9.2 2022 Audited Financial Statements 9.3 2023 Q1 Variance Report 9.4 Signing Authorities Policy
10	10.1 <b>In-Camera Minutes for Board Meeting of May 29, 2023</b>