



MINUTES: Board of Management, Meeting 2 (2023-2024)

Monday, November 27, 2023 @ 6:30 - 8:00 PM, Hybrid via Zoom/Room 204

Board Members

Chair: Paul Saguil	Vanshika Dhawan (regrets)	Min Oh
Vice-Chair: Tom Spence	Aaron Hewitt	Juan Camilo Rendon Ocampo
Secretary: Erika Voaklander	Brett House	Jaris Swidrovich
Treasurer: Zoe Robinson	Natalie Miller (regrets)	
Ex-Officio: Councillor Chris Moise (absent)		

The 519

Executive Director	Maura Lawless
Director, Programs and Community Services	Lisa Duplessis
Director, Strategic Partnership Initiatives	Jaymie Sampa
Director, Finance	Maria Martinez
Director, Philanthropy	Aniska Ali
Manager, Strategic & Executive Planning (minutes)	Laura Gibbon

Item	Minutes
1	<p>Welcome and Introductions Tom Spence opened the meeting at 6:32 PM, welcomed everyone including guests and delivered the land acknowledgement.</p>
2	<p>Approve Agenda Tom Spence requested the Board to review the agenda for the Board Meeting of November 27, 2023.</p> <p>MOTION 2.1: To approve the agenda for the Board Meeting of November 27, 2023.</p> <p>Moved by: Min Oh Seconded by: Erika Voaklander</p> <p>That the Board of Management approve the agenda, as amended, for the Board Meeting of November 27, 2023.</p> <p>Recorded vote: Unanimous Aaron Hewitt Brett House Min Oh Juan Camilo Rendon Ocampo Zoe Robinson Tom Spence Jarvis Swidrovich Erika Voaklander</p>



	<p>Decision carried</p>
3	<p>Approve Meeting Minutes Tom Spence requested the Board to review the minutes for the Board Meeting of October 30, 2023.</p> <p>MOTION 3.1: To approve the minutes for the Board Meeting of October 30, 2023.</p> <p>Moved by: Jaris Swidrovich Seconded by: Aaron Hewitt</p> <p>That the Board of Management approve the minutes for the Board Meeting of October 30, 2023.</p> <p>Recorded vote: Unanimous Aaron Hewitt Brett House Min Oh Juan Camilo Rendon Ocampo Zoe Robinson Tom Spence Jaris Swidrovich Erika Voaklander</p> <p>Decision carried</p>
4	<p>Declaration of Conflict of Interest(s) Tom Spence confirmed no conflicts of interest were declared.</p> <p><i>Paul Saguil joined the meeting and assumed the role of Chair.</i></p>
5	<p>Staff Presentations</p> <ul style="list-style-type: none"> N/A
6	<p>Chair Report/Executive Committee – Paul Saguil (Chair of the Board)</p> <p>6.1 Chair’s Report</p> <ul style="list-style-type: none"> Paul Saguil thanked staff, board members, and community members for their efforts in hosting a beautiful event for Trans Day of Remembrance on November 20. Paul Saguil thanked staff who stepped in while Maura was away. <p>6.2 Committee Appointments</p> <p>SPP Chair: Tom Spence SPP Vice-Chair: Aaron Hewitt</p>



	<p>Finance Vice-Chair: Natalie Miller</p> <p>FPC Chair: Juan Camilo Rendon Ocampo FPC Vice-Chair: Erika Voaklander</p> <p>MOTION 6.2: To approve the committee appointments as depicted, and approve the appointment of all Committee Chairs and Vice-Chairs as depicted, except for the Chair and Vice-Chair of GHRC, pending the December meeting.</p> <p>Moved by: Jaris Swidrovich Seconded by: Erika Voaklander</p> <p>That the Board of Management approve the committee appointments as depicted, and approve the appointment of all Committee Chairs and Vice-Chairs as depicted, except for the Chair and Vice-Chair of GHRC, pending the December meeting.</p> <p>Recorded vote: Unanimous Aaron Hewitt Brett House Min Oh Juan Camilo Rendon Ocampo Zoe Robinson Paul Saguil Tom Spence Jaris Swidrovich Erika Voaklander</p> <p>Decision carried</p>
7	<p>Executive Director Report – Maura Lawless (Executive Director)</p> <p>7.1 2023 Organizational Workplan Progress Update</p> <ul style="list-style-type: none"> • Maura Lawless provided a progress update on the 2023 organizational workplan including work on the following: <ul style="list-style-type: none"> ○ Legal Initiatives Expansion ○ Responding to the Refugee Crisis ○ Youth Advocacy Programs ○ Addressing Food Security ○ Opening Pacewood and Expanding Housing Support Services ○ Enhancing Accessible Safer Community Space – First Floor Reimagining ○ System Automation & Policy Work ○ Completing the Bylaw Review ○ Meeting Revenue Generation Targets ○ Internal Capacity Building and Workforce Development



	<ul style="list-style-type: none"> ○ Peer Engagement Framework ○ Advocacy & Strategic Communications ○ Community Well-Being & Resilience Response ● Maura highlighted areas of focus for 2024: <ul style="list-style-type: none"> ○ Addressing the Refugee Crisis ○ Implementing the Community Well-Being Plan ○ Securing Funding ○ Community and Economic Resiliency Initiatives ● The board thanked Maura for her presentation and discussed needing to secure and stabilize funding to address the 2024 priorities not just over the next year but in the long-term. Compensation levels, particularly at the front-line level, remain a concern for talent retention and the organization’s ability to carry out planned work.
<p>8</p>	<p>SPP Committee Update – Tom Spence (Chair, SPP) & Curran Stikuts (Director, Advocacy & Strategic Communications)</p> <p>8.1 Meeting Update</p> <ul style="list-style-type: none"> ● Tom Spence provided a brief summary of the SPP meeting of November 7, 2023. <p>8.2 Agency Business</p> <ul style="list-style-type: none"> ● Tom Spence explained that The 519 is no longer eligible for WAGE funding. Staff have been advocating with the funder to review and reconsider eligibility criteria and are calling on Minister Ien and other relevant MPs to support The 519 in this push. <p>MOTION 8.1: To support the Executive Director and Board Chair, on the Board’s behalf, to continue to call on Minister Ien, through various means, including letters or statements, to amend eligibility requirements for WAGE funding that ensures that The 519 is eligible for future and ongoing funding opportunities.</p> <p>Moved by: Tom Spence Seconded by: Erika Voaklander</p> <p>That the Board of Management support the Executive Director and Board Chair, on the Board’s behalf, to continue to call on Minister Ien, through various means, including letters or statements, to amend eligibility requirements for WAGE funding that ensures that The 519 is eligible for future and ongoing funding opportunities.</p> <p>Recorded vote: Unanimous Aaron Hewitt Brett House Min Oh Juan Camilo Rendon Ocampo Zoe Robinson</p>



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	<p>Paul Saguil Tom Spence Jaris Swidrovich Erika Voaklander</p> <p>Decision carried</p> <p>MOTION 8.2: To support The 519 to pursue the New Horizons Pan Canadian Grant and Youth Employment and Skills Strategy Grant in line with the Agency Business report.</p> <p>Moved by: Tom Spence Seconded by: Zoe Robinson</p> <p>That the Board of Management support The 519 to pursue the New Horizons Pan Canadian Grant and Youth Employment and Skills Strategy Grant in line with the Agency Business report.</p> <p>Recorded vote: Unanimous Aaron Hewitt Brett House Min Oh Juan Camilo Rendon Ocampo Zoe Robinson Paul Saguil Tom Spence Jaris Swidrovich Erika Voaklander</p> <p>Decision carried</p>
<p>9</p>	<p>Finance Committee Update – Zoe Robinson (Treasurer) & Maria Martinez (Director, Finance)</p> <p>9.1 Meeting Update</p> <ul style="list-style-type: none"> • Zoe Robinson provided a brief summary of the Finance meeting of November 8, 2023 and highlights from the Q3 Variance and Year-End report. <p>9.2 2023 Q3 Variance Report</p> <ul style="list-style-type: none"> • Request to change units from thousands to millions. <p>MOTION 9.2: To receive the 2023 Q3 Variance Report.</p> <p>Moved by: Zoe Robinson Seconded by: Aaron Hewitt</p> <p>That the Board of Management receive the 2023 Q3 Variance Report.</p>



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	<p>Recorded vote: Unanimous Aaron Hewitt Brett House Min Oh Juan Camilo Rendon Ocampo Zoe Robinson Paul Saguil Tom Spence Jaris Swidrovich Erika Voaklander</p> <p>Decision carried</p> <p>9.3 2023 Year-End Forecast</p> <p>MOTION 9.3: To receive the 2023 Year-End projections report.</p> <p>Moved by: Zoe Robinson Seconded by: Erika Voaklander</p> <p>That the Board of Management receive the 2023 Year-End projections report.</p> <p>Recorded vote: Unanimous Aaron Hewitt Brett House Min Oh Juan Camilo Rendon Ocampo Zoe Robinson Paul Saguil Tom Spence Jaris Swidrovich Erika Voaklander</p> <p>Decision carried</p>
<p>10</p>	<p>FPC Committee Update – Juan Camilo Rendon Ocampo (Chair, FPC) & Aniska Ali (Director, Philanthropy)</p> <p>10.1 Meeting Update</p> <ul style="list-style-type: none"> • Juan Camilo Rendon Ocampo provided a brief summary of the FPC meeting of November 14, 2023 and congratulated the Philanthropy team who have now met 96% of fundraising goal for the year. • Year-end campaign assets will be shared with all board members tomorrow – staff are requesting board members to share those widely within their networks.



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	<ul style="list-style-type: none"> Any changes to interest in participating in the United Way speaker series, or requests that come directly to board members, should all be streamlined through Aniska Ali for tracking purposes.
11	Other Business / Emerging Issues N/A
12	Adjournment Meeting was adjourned at 7:42 PM.

Item	Attached Documents *yellow highlight indicates in camera session where document will be available printed at the meeting
2	2.1 Agenda for Board Meeting of November 27, 2023
3	3.1 Minutes for Board Meeting of October 30, 2023
5	5.1 2023 Organizational Workplan Progress Update
6	6.1 Committee Appointments
7	7.1 2023 Organizational Workplan Progress Update 7.2 Briefing Note: Urgent Refugee Services pressure
8	8.1 SPP Meeting Summary: November 7, 2023 8.2 Agency Business
9	9.1 Finance Meeting Summary: November 8, 2023 9.2 2023 Q3 Variance Report 9.3 2023 Year-End Forecast
10	10.1 FPC Meeting Summary: November 14, 2023