



## MINUTES: Board of Management, Meeting 4 (2021-2022)

Monday, January 31, 2022 @ 6:30 - 8:30 PM, Virtual via Zoom

### Board Members

|  |                           |                              |
|--|---------------------------|------------------------------|
| <b>Chair:</b> Pam Hrick                                  | Brett House               | Mauriene Tolentino (regrets) |
| <b>Vice-Chair:</b> Sarah Zerihun                         | Natalie Miller            | Erika Voaklander             |
| <b>Secretary:</b> Tom Spence                             | Juan Camilo Rendon Ocampo |                              |
| <b>Treasurer:</b> Michael Cherny                         | Zoe Robinson (regrets)    |                              |
| <b>Ex-Officio:</b> Councillor, Kristyn Wong-Tam (absent) |                           |                              |

### The 519

|  |                |
|--|----------------|
| <b>Executive Director</b>                                    | Maura Lawless  |
| <b>Director, Philanthropy</b>                                | Stacy Kelly    |
| <b>Director, Strategic Partnership Initiatives</b>           | Jaymie Sampa   |
| <b>Director, Community Access &amp; Engagement</b>           | Lisa Duplessis |
| <b>Director, Finance</b>                                     | David Young    |
| <b>Director, Public Interest &amp; Legal Initiatives</b>     | Curran Stikuts |
| <b>Manager, Strategic &amp; Executive Planning (minutes)</b> | Laura Gibbon   |

**Guests:** Tyler Johnson (Councillor Wong-Tam's Office)

| Item     | Minutes  |
|----------|--|
| <b>1</b> | <p><b>Welcome and Introductions</b></p> <p>Pam Hrick opened the meeting at 6:31 PM, welcomed everyone, and acknowledged the land, the original caretakers of the land, and the treaties that cover the territories upon which we gather.</p>   |
| <b>2</b> | <p><b>Approve Agenda</b></p> <p>Pam Hrick requested the Board to review the agenda for the Board Meeting of January 31, 2022.</p> <p><b>MOTION 2.1:</b> To approve the agenda for the Board Meeting of January 31, 2022.</p> <p><b>Moved by:</b> Brett House<br/> <b>Seconded by:</b> Natalie Miller</p> <p><b>That</b> the Board approve the agenda for the Board Meeting of January 31, 2022.</p> <p><b>Recorded vote:</b> Unanimous<br/> Michael Cherny</p> |



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|          | <p>Brett House<br/>Pam Hrick<br/>Natalie Miller<br/>Juan Camilo Rendon Ocampo<br/>Tom Spence<br/>Erika Voaklander<br/>Sarah Zerihun</p> <p><b>Decision</b> carried</p>   |
| <b>3</b> | <p><b>Approve Meeting Minutes</b><br/>Pam Hrick requested the Board to review minutes for the Board Meeting of December 13, 2021.</p> <p>Proposed amendment:</p> <ul style="list-style-type: none"><li>• Correct the date in item 2 to December 13, 2021.</li></ul> <p><b>MOTION 3.1:</b> To approve minutes, as amended, for the Board Meeting of December 13, 2021.</p> <p><b>Moved by:</b> Juan Camilo Rendon Ocampo<br/><b>Seconded by:</b> Erika Voaklander</p> <p><b>That</b> the Board approve minutes, as amended, for the Board Meeting of December 13, 2021.</p> <p><b>Recorded vote:</b> Unanimous<br/>Michael Cherny<br/>Brett House<br/>Pam Hrick<br/>Natalie Miller<br/>Juan Camilo Rendon Ocampo<br/>Tom Spence<br/>Erika Voaklander<br/>Sarah Zerihun</p> <p><b>Decision</b> carried</p> |
| <b>4</b> | <p><b>Declaration of Conflict of Interest(s)</b><br/>Pam Hrick confirmed no conflict of interest declared.</p>   |



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| <b>5</b> | <p><b>Chair Report/Executive Committee</b> – Pam Hrick (Chair of the Board)</p> <p><b>5.1 Resignation of Biko Beuttah</b></p> <p>Pam Hrick shared that Biko Beuttah has resigned from her position on the Board after five years of service. Pam thanked Biko for her contributions to the Board and the community. Pam shared that Biko has agreed to act as an advisor to her on trans issues.</p> <p>Pam Hrick also shared notice of staff member Justin Khan’s resignation and thanked him for this contributions to the organization both as a staff member and previously as a Board member.</p> <p>Finally, Pam Hrick provided an update regarding the Board’s work with Radha Nayar which has been delayed due to reasons beyond anyone’s control. The Board, via GHRC, hopes to be able to recommend an in-person retreat at a slightly later date.</p>   |
| <b>6</b> | <p><b>Executive Director Report</b> – Maura Lawless (Executive Director)</p> <p><b>6.1 January COVID-19 Update</b></p> <p>Maura Lawless provided the following update:</p> <ul style="list-style-type: none"><li>• In the face of Omicron, staff have mobilized and implemented new essential service schedules to ensure the continued provision of onsite essential services including food production, distribution of harm reduction supplies and support. This involved dividing essential service workers and managers into two separate cohorts (one morning, one afternoon/evening) who never came into contact with each other to avoid all staff having to isolate at the same should there be a confirmed case on site.</li><li>• Anyone not directly involved in the delivery of essential services were back to working remotely.</li><li>• On Sunday, January 30, staff moved back into Phase Two of the original Re-opening Plan, ending the two-cohort essential service model. All onsite staff are returning to their regular schedules.</li><li>• The building hours are 9am-7pm from Monday-Friday and 9am-5pm on Saturday and Sunday. Onsite in-person staff-led drop-ins are running with all usual Health &amp; Safety protocols in place, including mandatory mask policy, physical distancing, regular sanitation, etc.</li></ul> |



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|                           | <ul style="list-style-type: none"> <li>• Until February 22, staff can be on onsite only if they are running programs or it's absolutely necessary. They are required to coordinate with Operations if they plan to return to any regular schedule and/or offer new (or returning) onsite programming or activities.</li> <li>• As of February 22, assuming public health direction allows, staff will move into Phase Three of the Re-opening Plan which means extending operational hours and welcoming community-led groups back into the space.</li> <li>• Staff continue to monitor provincial and City re-opening plans with an eye for projected timelines for when we'll be able to begin opening the door to the public, returning to more regular onsite schedules, etc.</li> <li>• Staff continue to attend the Downtown East and City-wide Cluster meetings.</li> </ul> <p>Board members asked for an update on the community vaccine clinics. Staff are running small weekly clinics on Wednesday afternoons with 2 clinicians who can administer roughly 40 doses/week.</p> <p>Maura Lawless also referenced the two documents that were circulated in the Board package and were sent to the Mayor's office and to Councillor Wong-Tam's office. Staff met with Tyler Johnson from the Councillor's office to discuss and refine the requests for the City to fund overnight support staff, Barbara Hall Park animation, and a Director, People Services position.</p> <p>Tyler Johnson informed the Board that a motion with the above requests has gone in for the next City Council budget meeting on February 17, 2022.</p> |
| <b>Agency Business</b>    |   |
| <b>7</b>                  | <p><b>Staff Presentations</b></p> <p><b>7.1 N/A</b></p>   |
| <b>8</b>                  | <p><b>Programs Update</b> – Justin Khan (Director, Public Interest and Legal Initiatives)</p> <p><b>8.1 N/A</b></p>   |
| <b>Committee Business</b> |   |
| <b>9</b>                  | <p><b>Strategic Program Planning Committee Update</b> – Tom Spence (Chair, SPP)</p> <p><b>9.1 SPP Committee January 17, 2022, meeting summary</b></p> <p>Tom Spence provided a brief summary of the SPP meeting which was held with the sole purpose of electing a new SPP Chair and Vice-Chair.</p>  |



|                  |  |
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|                  | <p><b>9.2 Appointment of SPP Chair and Vice-Chair</b></p> <p><b>MOTION 9.2:</b> To approve the appointment of Tom Spence and Juan Camilo Rendon Ocampo as Chair and Vice-Chair of SPP, respectively, for the 2021-22 term.</p> <p><b>Moved by:</b> Michael Cherny<br/><b>Seconded by:</b> Sarah Zerihun</p> <p><b>That</b> the Board approve the appointment of Tom Spence and Juan Camilo Rendon Ocampo as Chair and Vice-Chair of SPP, respectively, for the 2021-22 term.</p> <p><b>Recorded vote:</b> Unanimous<br/>Michael Cherny<br/>Brett House<br/>Pam Hrick<br/>Natalie Miller<br/>Juan Camilo Rendon Ocampo<br/>Tom Spence<br/>Erika Voaklander<br/>Sarah Zerihun</p> <p><b>Decision</b> carried</p> |
| <p><b>10</b></p> | <p><b>Finance Committee Update</b> – Michael Cherny (Chair, Finance) / David Young (Director, Finance)</p> <p><b>10.1 Finance Committee January 14, 2022, meeting summary</b></p> <p>Michael Cherny provided a brief summary of the Finance Committee meeting, based on the document circulated. He reminded the Board that the budget is preliminary and that a revised budget will come to the Board in March 2022.</p> <p><b>10.2 2022 Recommended Preliminary Budget</b></p> <ul style="list-style-type: none"><li>• David Young presented the 2022 Preliminary Recommended Budget.</li></ul>  |



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| <i>2022 Consolidated Preliminary Budget</i> |                                |                            |                                 |                                |
|---|--------------------------------|----------------------------|---------------------------------|--------------------------------|
| <i>\$ '000s</i>                             | <i>2022 Preliminary Budget</i> | <i>2021 Revised Budget</i> | <i>\$ Increase / (Decrease)</i> | <i>% Increase / (Decrease)</i> |
| Revenue                                     | 7,761                          | 6,620                      | 1,141                           | 17%                            |
| Expenses                                    | 8,005                          | 6,785                      | 1,220                           | 18%                            |
| Surplus / (Deficit)                         | <b>(\$244)</b>                 | <b>(\$165)</b>             | <b>(\$79)</b>                   |                                |
| Salary Gapping                              | \$93                           | \$85                       | \$8                             |                                |
| Adjusted Surplus / (Deficit)                | <b>(\$152)</b>                 | <b>(\$81)</b>              | <b>(\$71)</b>                   |                                |

  

- Key highlights:
  - No service reductions – expansion of 2SLGBTQ seniors, child & family programs, neighbourhood relations, and anti-violence work
  - Strategic decision to recommend an operating deficit to continue Food Security programming to respond to community needs
  - Continue to prioritize and resource our Anti-racism and Equity work including the Trans Engagement Strategy and the Black Collective
- Noteworthy strategic investments for 2022:
  - Economic Empowerment (disbursements to community)
  - Organizational Development
  - IT infrastructure
- There are outstanding funding requests (pending approval) totaling \$2.03m which have not been included in the budget. The requests for funding discussed by Maura Lawless and Tyler Johnson earlier are also not included in this budget.
- Staff presented the Green Space Festival Budget which assumes a 3-day beer garden in Barbara Hall Park, and hosting Starry Night in BHP. All projections are conservative at this time, assuming lower attendance/sales because of COVID-19, and unpredictable nature of outdoor events.
- Staff presented the operating expenses and confirmed approval for the \$315k for the relocation of garbage project and clarified that staff did not submit a request for the \$300k to enclose the front steps.

**MOTION 10a:** To go in camera.

**Moved by:** Michael Cherny  
**Seconded by:** Natalie Miller

**That** the Board go in camera.

**Recorded vote:** Unanimous  
 Michael Cherny



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Brett House  
Pam Hrick  
Natalie Miller  
Juan Camilo Rendon Ocampo  
Erika Voaklander  
Sarah Zerihun

**Decision** carried

Staff presented the in-camera budget report.

**MOTION 10b:** To come out of camera.

**Moved by:** Michael Cherny

**Seconded by:** Erika Voaklander

**That** the Board come out of camera.

**Recorded vote:** Unanimous

Michael Cherny  
Brett House  
Pam Hrick  
Natalie Miller  
Juan Camilo Rendon Ocampo  
Erika Voaklander  
Sarah Zerihun

**Decision** carried

**MOTION 10.1:** To approve the 2022 Preliminary Budget as presented with the understanding that the Green Space Festival budget will be re-drafted in the 2022 Revised Budget and the overall recommended operating deficit does not exceed \$152K.

**Moved by:** Michael Cherny

**Seconded by:** Brett House

**That** the Board approve the 2022 Preliminary Budget as presented with the understanding that the Green Space Festival budget will be re-drafted in the 2022 Revised Budget and the overall recommended operating deficit does not exceed \$152K.



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|                  | <p><b>Recorded vote:</b> Unanimous<br/> Michael Cherny<br/> Brett House<br/> Pam Hrick<br/> Natalie Miller<br/> Juan Camilo Rendon Ocampo<br/> Erika Voaklander<br/> Sarah Zerihun</p> <p><b>Decision</b> carried</p> <p><b>MOTION 10.2:</b> To request The 519’s GHRC to review compensation issues identified through the 2022 Preliminary Budget process.</p> <p><b>Moved by:</b> Brett House<br/> <b>Seconded by:</b> Sarah Zerihun</p> <p><b>That</b> the Board the request that The 519’s GHRC to review compensation issues identified through the in-camera 2022 Preliminary Budget.</p> <p><b>Recorded vote:</b> Unanimous<br/> Michael Cherny<br/> Brett House<br/> Pam Hrick<br/> Natalie Miller<br/> Juan Camilo Rendon Ocampo<br/> Erika Voaklander<br/> Sarah Zerihun</p> <p><b>Decision</b> carried</p> <p>Board offered thanks to staff for their work on the budget.</p> |
| <p><b>11</b></p> | <p><b>Fundraising and Philanthropy Committee Update</b> – Juan Camilo Rendon Ocampo (Chair, FPC)</p> <p><b>11.1 N/A</b></p>   |
| <p><b>12</b></p> | <p><b>Nominations Committee Update</b> – Erika Voaklander/Michael Cherny (Co-Chairs, Nominations)</p>   |





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|-----------|--|
|           | <b>12.1 N/A</b>  |
| <b>13</b> | <b>Governance and Human Resources Committee Update – Erika Voaklander (Chair, GHRC)</b><br><br><b>13.1 N/A</b> |
| <b>14</b> | <b>Other Business/Emerging Issues</b><br>N/A   |
| <b>15</b> | <b>Adjournment</b><br><br>Meeting was adjourned at 8:00 PM.  |

| <b>Item</b> | <b>Attached Documents *yellow highlight indicates in-camera session where documents will be available printed at the meeting</b> |
|-------------|--|
| 2           | 2.1 Agenda for Board Meeting of December 13, 2021  |
| 3           | 3.1 Minutes for Board Meeting of November 29, 2021   |
| 6.          | 6.1 Information: High Level Budget Summary Report to the City Councillor and Breifing Note to the Mayor of the City of Toronto   |
| 9.          | 9.1 SPP Committee January 17, 2022, meeting summary  |
| 10.         | 10.1 Finance Committee January 14, 2022, meeting summary<br>10.2 2022 Recommended Preliminary Budget                             |