
The 519 Church St. Community Centre

Board of Directors

Monday, October 26, 2009

Meeting # 1 (2009 - 2010)

Board Members Present: Jessica Carfagnini, Pascal Dessureault, Natasha Garda, Jodi Hoar, Troy Jackson, Lyle Kersey, Derrick Navarro, Lee Schofield, Jake Schonfeld, Rudy Ticzon, Kira Vallen

Regrets: None

Staff Present: Maura Lawless, Eric Berndt, Rinku Modi, Janet Rowe and Helen Rykens

The meeting was opened by Natasha Garda, the Vice Chair, at 6:40 PM

- 1) Welcome: Natasha Garda welcomed returning and new Board members and invited people to introduce themselves.
- 2) Agenda approval:
Motion: To approve the Agenda as amended. Moved by Jake Schonfeld and seconded by Lyle Kersey – Carried.
- 3) Minutes of the last meeting
Motion: To approve the Minutes of the September 21, 2009 meeting. Moved by Jessica Carfagnini and seconded by Lyle Kersey – Carried.
- 4) Declaration of conflicts of interest:
Kira Vallen is an employee of an auto company and she has a lawsuit with the Ontario Human Rights Commission. There may be instances where she cannot discuss items due to this lawsuit.
- 5) Agency business – funding proposals:

United Way Toronto 3 year application - \$190,000 per year

The United Way Funds the following: Homeless and Anti Poverty Programs (Sunday Drop In and Meal Trans), Children's Programs (Family Resource Centre), the Anti Violence Program, and the Volunteer Program. In addition, we have had special project funding for the Among Friends Program (support for LGBT Refugees).

Motion: That we approve the 3 Year Application to the United Way Toronto. Moved by Lyle Kersey and seconded by Derrick Navarro. Carried.

Question –What percentage of our budget depends on United Way funding?
United Way Toronto funds just under 9% of our total budget.

6) Executive Director’s Report – Maura reported:

a) Bargaining:

The Association of City Funded Community Centres (AOCC) and the City are bargaining with CUPE 2998, which represents employees of the AOCCs. We do not have updates from our bargaining and negotiations. We have been in negotiations since Dec. 2008. We expect it to be complete in the new year.

b) Counselling Review:

This review has been completed. As part of the funding for this program, a consultant was hired to evaluate the program. The Strategic Planning Committee will be reviewing the report, which was very positive. The volunteer counsellors spoke highly of their role and feel they are making a difference. We no longer have funding for this program. We have extended the staff contract to march 2010 and we are currently investigating other fundraising opportunities to continue the program.

Question – does the board approve an extension of a staff contract? Operational decisions are made by management. They are reflected in the budgets brought to the Board.

c) New Café / Social Enterprise Program:

We’ve moved on to our second phase of the social enterprise fund process. In mid November we will go before a panel of judges to present our new cafe model. We hope to secure up to \$30,000 in this process. The judges are business leaders and social enterprise experts. The Enterprise Fund is a joint effort between the City and the United Way.

7) Human Resources Policy Committee:

a) Lyle explained what the committee does. There are monthly meetings regarding Human Resources Policies. Management generally makes decisions about personnel matters and these are sometimes shared with the Human Resources Policy Committee.

b) This group meets just before the board meeting at 5:30 PM in Maura's office. The agenda is brief and we don't hold long meetings. We would organize longer meetings if required.

8) Finance Committee:

a) The committee has not met recently. Jake is on the committee. The Finance Committee meets quarterly and goes through statements in more detail.

b) Monthly Board Report

Rinku reported: There is a surplus due to savings in salary and benefits because of the Program Manager's parental leave and other vacancies. Also, the part time manager left and we did not replace her.

We had permission from the Board to use the operating reserve to fund the new managers and staff. Therefore the amount of the surplus is really money that will not be taken from our reserve.

We are ahead on fundraising due to a 3rd party fundraiser and a bequest.

c) Budgets:

Monday we sent the City our 2010 budget. They had asked for a zero (0) based budget. We reviewed this direction and determined that we would submit a budget request with a very modest inflationary increase of around 1% and try and manage the revenue loss (-\$38,000) through gapping and other cost saving measures.

The 2010 Self Sustaining budget is in process and will be brought to the Finance committee. It will come to the November Board meeting.

Maura explained how the City budget is managed and about AOCC.

9) Strategic and Program Planning Committee:

a) Committee role and membership:

Derrick reported. The committee met on October 7. The committee deals with the implementation of our strategic plan. We are tracking the work on implementation.

Derrick is the only remaining member on the committee. In a bid to recruit at least 3 new board members, Derrick said that the work is project based and very interesting. For example, this committee has been working on the upcoming cafe proposal.

b) Information and Technology Acceptable Use Policy Statement

The City of Toronto's Acceptable Use Policy doesn't fit for The 519 in all areas. We require a policy which permits staff to access social networking, web 2.0, research on sexual orientation and prostitution. A portion of our computers are owned by the City of Toronto. We have adapted the City's policy to work for us. There is a difference with the City Policy, so Board approval will be required if we wish to implement the adapted policy.

This is an internal policy. We will set the framework and give staff direction as to what constitutes appropriate use. We are not aware of staff using the computers inappropriately. Staff in public areas have additional restrictions, as it sends a negative message if staff are checking facebook at the front desk. Our public use computers in the resource center and the computers used in our program rooms will have a policy that is an addendum to this document. That policy is still to be worked out.

Question: Is there a problem with the Board taking a position which is against City Policy? Answer: The Board has been delegated authority to manage the administration and management of the Centre. In this case, certain staff have a work related reason to visit web sites regarding LGBT and sex trade issues, and/or to engage in social networking, activities. We have the authority to makes Centre specific decisions that meet our overall objectives. These decisions should be formally approved by the Board.

Motion: To approve the Information and Technology Acceptable Use Policy Statement, with an amendment to state that it is an Internal Policy. Moved by Jodi Hoar and seconded by Pascal Dessureault. Carried.

c) Organizational Evaluation Framework

As part of the Strategic plan the 519 is undertaking a comprehensive evaluation of our programs and services. The Strategic Planning Committee will be involved. The Board reviewed the Programs and Services Evaluation Framework recommended by the Strategic Planning committee.

There is a staff working group led by Janet Rowe, Program Manager. The goal of the evaluation is to answer questions like:

- i) What are we doing well?
- ii) Where are opportunities to improve our engagement with the community?
- iii) What are the directions we can take over the next year or two at a programmatic level?

Examples:

- iv) Should there be changes in our Queer family Programs and do people want gender segregation on Saturdays?
- v) Sunday Drop In (SDI) is a meal program, do we want more activity?
- vi) The Anti Violence Program: the needs are changing and do we still need to focus so much on direct service?

We are using the demographic questions that were on the nomination form – this is becoming our standard for all questionnaires. We want to be consistent so we can effectively analyze data across the Centre.

We haven't done an extensive evaluation like this before so we are establishing a base line. We are going after quantitative data as well as stories about the impact of the programs on people's lives. There is also a staff development component as staff are learning skills related to logic and program evaluation models. There is no budget, as we are doing this internally.

Motion: Approve the Organizational Evaluation Framework. Moved by Lyle Kersey and seconded by Lee Schofield. Carried.

10) Advocacy Committee:

a) Committee role and membership:

No Committee Members are present. Maura reported that this is an ad hoc committee. It provides a broad strategic framework to identify and develop advocacy positions for the organization. Staff may identify an issue and it will be brought to the committee. The Advocacy Committee will review the position and bring policy statements to the Board for approval.

Next year we plan to review the framework with the broader community. It would be an opportunity to get input regarding our priorities for the advocacy committee.

Example – We developed a Trans Sex Worker position paper which helped us manage issues of controversy that arise in the neighbourhood.

11) Resource Development and Communications Committee:

a) Committee role and membership:

Natasha, Jake and Jessica remain on the Committee. Eric Berndt is the lead staff person. The Committee could use one or two more members. The Committee meets monthly, usually the Tuesday before the Board meeting.

b) Board Fundraising workshop coming up:

Suzanne Gibson is going to do a workshop on November 24 from 7-9:30 PM. She'll go over the fundraising responsibilities of boards of directors. The workshop covers resource development 101, relationship networking and bringing new friends into The 519. This workshop is for the entire board.

c) Three Year Resource Development Plan:

We are reviewing our 3 year plan and fundraising targets. The 519 is involved in community events such as Pride Week and in our own events such as the Gala with Diahann Carole that took place in the spring of 2009.

d) United Way Campaign:

Lyle pointed out that Board members are asked to be involved in the United Way Campaign. Staff are putting together the strategy for our internal United Way Campaign. We will be sending out pledge packages in the near future.

12) Capital Campaign – nothing to report.

13) Correspondence

The City of Toronto has appointed all of those elected at the Annual General Meeting to this Board of Management. Toronto East York Community Council passed this.

Annual Holiday Party – Lola Lounge – Staff and Board event from 5-8 PM on December 9.

14) Emerging Issues

a) Vigil for Chris Skinner:

We did not put out a statement. The police reports don't state that this was a hate crime. We have been passing information along on Twitter, re: the vigil.

b) World Pride:

Motion: To congratulate the World Pride Committee for winning for 2014. Moved by Pascal Dessureault and seconded by Rudy Ticzon. Carried.

c) Church Street Businesses:

Concern was expressed regarding the changing the face of Church Street with media reports about the move of Zelda's to Yonge Street.

We came forward with a statement in response to the Star article about the LGBTQ community moving away from downtown. We are doing blog entries about it. Helen did a podcast tour with rabble.ca. You can write a blog entry about what Church Street means to you and send it to Matt for posting. Every time a new blog goes up our web site hits go up by 100, so people are reading it.

We should have a discussion at a broad level about working to develop Church Street. Is there a broad interest at a community level? What should Church St. Look like?

15) Building Committee Report

Motion: To go in camera. Moved by Derrick Navarro and seconded by Lyle Kersey. Carried.

Motion: To end the in camera portion of the meeting. Moved by Derrick Navarro and seconded by Jodi Hoar. Carried.

Motion: That the 519 contribute up to a maximum of an additional \$100,000 towards the change orders subject to our satisfactory review and agreement with additional costs and resolution of building deficiencies. This would increase our overall contribution to a maximum of \$1,000,000.

Moved by Jodi Hoar and seconded by Derrick Navarro. Carried.

16) Other business:

a) Election of the Executive

Board members submitted nominations. In the case where two people were nominated and willing to stand for a position, speeches were made and a secret ballot vote was held.

Motion: To approve the following individuals for the 2009-2010 Executive: Chair: Natasha Garda, Vice Chair: Derrick Navarro, Treasurer: Pascal Dessureault, Secretary: Jodi Hoar. Moved by Jessica Carfagnini and seconded by Jake Schonfeld. Carried.

Resolution: To remove the old signing authorities from our banking documents. They are: Mathieu Chantelois, Marv Lucey and Jake Schonfeld. Moved by Lyle Kersey and seconded by Derrick Navarro. Carried.

Resolution: To confirm the new executive as the new signing authorities for our banking documents. The new signing authorities will be: Chair: Natasha Garda, Vice Chair: Derrick Navarro, and Treasurer: Pascal Dessureault. Moved by Lee Schofield and seconded by Kira Vallen. Carried.

Committees:

- b) Human Resources Policy Committee: Lyle Kersey, Jodi Hoar, Kira Vallen and Derrick Navarro
- c) Finance Committee: Pascal Dessureault, Jake Schonfeld and Rudy Ticzon
- d) Strategic and Program Planning Committee: Derrick Navarro, Jodi Hoar, Lee Schofield, Rudy Ticzon and Troy Jackson
- e) Advocacy Committee: Jessica Carfagnini, Kira Vallen and Lyle Kersey
- f) Resource Development and Communications Committee – Lee Schofield, Natasha Garda, Jessica Carfagnini, Jake Schonfeld, Troy Jackson, Pascal Dessureault and Rudy Ticzon

17) Meeting adjourned.

Next Meeting is Monday, November 30, 2009 at 6:30 PM.

Signature, Board Secretary

Date

Print name