



**Board Members**

<b>Board Chair:</b> David Morris	Paul Jonathan Saguil	Paul Noble (absent)
<b>Vice Chair:</b> Gwen Benaway	Linda Booker	Justin Khan
<b>Secretary:</b> Pam Hrick	Nichola Ward	Biko Beuttah
<b>Treasurer:</b> Tom Warner	Patrick Gervais	
<b>Ex-Officio:</b> Councillor, Kristyn Wong-Tam (absent)		

**The 519**

<b>Executive Director</b>	Maura Lawless
<b>Programs and Community Services, Senior Director</b>	Becky McFarlane
<b>Philanthropy, Director</b>	Stacy Kelly
<b>Communications and Fund Development, Manager</b>	Soofia Mahmood (minutes)

Item	Minutes
<b>1</b>	<p><b>Welcome and Introductions</b> David Morris opened the meeting at 6:30 pm, welcomed everyone.</p>
<b>2</b>	<p><b>Approve Agenda</b> David Morris requested the Board to review agenda for the Board Meeting of Monday, December 11, 2017:</p> <ul style="list-style-type: none"> <li>Patrick Gervais suggested amendment, to change FPC presenter to Stacy Kelly.</li> </ul> <p>David Morris presented the motion to amend, and approve the agenda for the Board Meeting of Monday December 11, 2017.</p> <p><b>Moved by:</b> Justin Khan <b>Seconded by:</b> Gwen Benaway <b>That</b> the Board agreed to approve agenda with one amendment for the Board Meeting of Monday, December 11, 2017.</p> <p><b>Decision:</b> carried</p> <ul style="list-style-type: none"> <li>Nichola Ward asked to be put on record that agenda item # 6 should be public information as opposed to an in-camera session.</li> </ul>
<b>3</b>	<p><b>Approve Meeting Minutes</b> David Morris requested the Board to review and approve the meeting Minutes of Monday November 27, 2017. Following amendments to be made:</p> <ul style="list-style-type: none"> <li>Clarification that members may abstain from voting if they so choose.</li> <li>Motion 7.1: Pam Hrick is inaccurately stated to have seconded the motion. To be changed to Tom Warner (seconded by).</li> </ul>

	<p>3.1: David Morris presented the motion to amend and approve the meeting minutes of Monday November 27, 2017</p> <p><b>Moved by:</b> Patrick Gervais  <b>Seconded by:</b> Paul Jonathan Saguil  <b>That</b> the Board reviewed, and approve the meeting minutes of Monday November 27, 2017 with two amendments.  <b>Decision</b> carried</p>
<p><b>4</b></p>	<p><b>Declaration of Conflict of Interest(s)</b></p> <p>David Morris confirmed no conflict of interest declared.</p>
<p><b>5</b></p>	<p><b>Chair Report / Executive Committee</b></p> <p>David Morris presented the Chair Report as follows:</p> <p><b>5.1 Committee Chair/Vice Confirmation</b>  Reference to the meeting of the Human Resources Governance (HRG) Committee on December 4, 2017, David Morris recommended the appointment of Gwen Benaway as Chair and Justin Khan as Vice-Chair of the HRG Committee.</p> <p><b>MOTION 5.1:</b>  Confirm the appointment of Gwen Benaway as Chair and Justin Khan as Vice-Chair of the Board of Management HRG Committee.</p> <p><b>Moved by:</b> Tom Warner  <b>Seconded by:</b> Linda Booker  <b>That</b> the Board approves HRG Committee Appointments  <b>Decision</b> carried</p> <p><b>5.2 Green Space Festival Chair</b>  Executive Committee recommended Justin Khan to be the Chair of Green Space Festival and Jacob Porpoessian to continue as a member of the committee as a community member.</p> <p><b>MOTION 5.2:</b> Approve the Appointment of Green Space Festival Chair as Justin Khan and Jacob Porpoessian as community member on the committee.  <b>Moved by:</b> Paul Jonathan Saguil  <b>Seconded by:</b> Nichola Ward  <b>That</b> the Green Space Festival Chair Appointment is approved  <b>Decision</b> carried</p>

	<p><b>5.3 AGCO Renewal Application</b> AGCO has asked The 519 to re-apply for the liquor licence. Recommended to delegate the authority to the Executive Committee to complete required renewal application.</p> <p><b>MOTION 5.3:</b> Board delegates the authority to the Executive Committee to complete the required AGCO renewal application. <b>Moved by:</b> Justin Khan <b>Seconded by:</b> Patrick Gervais <b>That</b> the Board delegates the authority to the Executive Committee to complete required AGCO renewal application. <b>Decision</b> carried</p>
6	<p><b>Executive Director Report</b> Information Update: Missing Person’s Review</p> <p><b>In-Camera Minutes: Report on findings of the Review into Missing Person/Alloura Wells</b></p> <p><b>PUBLIC MOTIONS:</b></p> <p><b>MOTION 6.1:</b> That the Board of Management authorizes the staff and leadership team of The 519 to issue a public statement and an apology to the community, and specifically to the trans community, for the failure of members of the staff at The 519 to adequately follow-up on information they received from a member of the public about a trans woman deceased in August 2017, who we have subsequently learned was Alloura Wells. <b>Moved by:</b> Justin Khan <b>Seconded by:</b> Paul Jonathan Saguil <b>Decision</b> carried</p> <p><b>MOTION 6.2:</b> That the Board authorizes the establishment to convene a special Joint Executive and Senior Leadership Taskforce to undertake a comprehensive needs assessment to gather input from the trans communities including those who use programs at The 519, those who are not using our programs, and our staff team, about the issues, realities and impact facing trans communities. The Taskforce will report through The 519’s Strategic Program Planning Committee to the Board. <b>Moved by:</b> Nichola Ward <b>Seconded by:</b> Pam Hrick <b>Decision</b> carried</p> <p><b>MOTION 6.3:</b> That the Board of Management authorizes the Executive Director of The 519 to meet with senior police officials to express our grave concern to the Toronto Police Service in relation to TPS’ failure to release information regarding Alloura Wells and to raise our continued concerns with the lack of accountability of the police services impacting marginalized members of the LGBTQ2S communities in Toronto.</p>

	<p>Further, that The 519 Board of Management calls on the Toronto Police Service in conducting TPS' review of how they handle missing persons cases related to LGBTQ2S people, work with LGBTQ2S organizations to develop a formal inter-agency missing person's protocol to better coordinate information sharing and timely follow-up while ensuring appropriate privacy protections.</p> <p><b>Moved by:</b> Nichola Ward <b>Seconded by:</b> Biko Beuttah <b>Decision</b> carried</p>												
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<p><b>7</b></p>	<p><b>Agency Business</b></p> <p>7.1 November 2017 Agency Business</p> <p>Becky McFarlane presented the following grant application information: The following applications are recommended for approved by The 519 Board of Management. They are directly aligned with The 519's strategic priorities and consider budget pressures and administrative implications in 2018.</p> <hr/> <p><b>Shelter, Housing, and Support Administration</b></p> <table border="0"> <tr> <td style="vertical-align: top;"><b>Grant program:</b></td> <td>Homeless Initiative Funds</td> </tr> <tr> <td style="vertical-align: top;"><b>For:</b></td> <td>This funding is limited to drop in projects that are currently funded through SSHA to deliver services to homeless and at risk of homeless populations. This is a renewal of an existing contract with no new money available. These drop-in programs deliver services through our Meal Trans Program, Sunday Drop-In Program, Older LGBTQ Drop-in Program and our Among Friends Refugee Drop-in Program. These drop-ins total 18 hours each week of program delivery and several one-on-one participant support opportunities outside of drop-in hours.</td> </tr> <tr> <td style="vertical-align: top;"><b>Amount permitted:</b></td> <td>\$130,000/year</td> </tr> <tr> <td style="vertical-align: top;"><b>Proposed request:</b></td> <td><b>\$130,000/year</b></td> </tr> <tr> <td style="vertical-align: top;"><b>Duration:</b></td> <td>Two Years</td> </tr> <tr> <td style="vertical-align: top;"><b>Budget context:</b></td> <td>This funding is a renewal and supports existing activities and staff costs included in the 2018 operating budget.</td> </tr> </table>	<b>Grant program:</b>	Homeless Initiative Funds	<b>For:</b>	This funding is limited to drop in projects that are currently funded through SSHA to deliver services to homeless and at risk of homeless populations. This is a renewal of an existing contract with no new money available. These drop-in programs deliver services through our Meal Trans Program, Sunday Drop-In Program, Older LGBTQ Drop-in Program and our Among Friends Refugee Drop-in Program. These drop-ins total 18 hours each week of program delivery and several one-on-one participant support opportunities outside of drop-in hours.	<b>Amount permitted:</b>	\$130,000/year	<b>Proposed request:</b>	<b>\$130,000/year</b>	<b>Duration:</b>	Two Years	<b>Budget context:</b>	This funding is a renewal and supports existing activities and staff costs included in the 2018 operating budget.
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	<p><b>MOTION 7.1:</b> Approve November 2017 Agency Business  <b>Moved by:</b> Linda Booker  <b>Seconded by:</b> Gwen Benaway  <b>That</b> November 2017 Agency Business is approved.  <b>Decision</b> carried</p>
<b>Committee Business</b>	
<b>8</b>	<p><b>Strategic and Program Planning (SPP) Committee Update</b>  No Report</p> <p><b>MOTION:</b> NA</p>
<b>9</b>	<p><b>Fundraising, Philanthropy, Communications (FPC) Committee Update</b>  Stacy Kelly presented the following:</p> <ul style="list-style-type: none"> <li>• <b>Donor Appreciation Event Debrief:</b> <ul style="list-style-type: none"> <li>○ 54 guests attended</li> <li>○ Positive feedback received</li> <li>○ Some new leads regarding new partnerships and donations</li> </ul> </li> </ul> <p>The Board members commended Stacy Kelly on the event.</p> <ul style="list-style-type: none"> <li>• <b>Year-end campaign update:</b> <ul style="list-style-type: none"> <li>○ Theme of the year-end appeal would be focused on how our community needed us then, our community needs us now, and we need them to carry on our work.</li> <li>○ The appeal will include the announcement that every donation would be matched by an anonymous donor.</li> <li>○ This will be a direct mail campaign.</li> <li>○ Social media campaign to support the overall campaign and amplify the message.</li> <li>○ Stacy Kelly reviewed the briefing note with measurable objectives for the campaign including potential revenue, digital analytics and average gift size.</li> </ul> </li> </ul> <p><b>MOTION:</b> NA</p>
<b>10</b>	<p><b>Human Resources and Governance Committee</b>  Reference to the HRG Committee Meeting Minutes of December 4, 2017, Gwen Benaway presented the following updates:</p> <ul style="list-style-type: none"> <li>• Board Survey: <ul style="list-style-type: none"> <li>○ The HRG committee has concluded that on the basis of current complications with the IT systems and staffing resource issues that the best strategy at this point would be to hire an external vendor to manage the Board Survey. The external vendor will not be doing analysis and will provide the raw data to the HRG committee for review in developing the next phase of the workplan.</li> <li>○ Estimated cost of \$5-10k. This cost is not expected to impact the programs budgets.</li> </ul> </li> </ul>



	<p><b>MOTION 10.1:</b> Recommend to the Board, at the December 11, 2017 Board meeting the approval of a sole source contract with an external vendor to conduct the Annual Board survey (estimated impact \$5-10K) as soon as possible.</p> <p><b>Moved by:</b> Gwen Benaway  <b>Seconded by:</b> Linda Booker  <b>That</b> the recommended sole source contract with external vendor for conducting annual board survey is approved.  <b>Decision</b> carried</p>
<b>11</b>	<p><b>Finance Committee Update</b>  in-camera minutes  2018 Recommended Interim Consolidated Operating/Capital Budget</p> <p><b>PUBLIC MOTION 11.1:</b>  That the Board of Management, approve the interim 2018 Consolidated Operating / Capital Budget as presented at the December 11, 2017 meeting.  <b>Moved by:</b> Linda Booker  <b>Seconded by:</b> Patrick Gervais  <b>That</b> the interim 2018 Consolidated Operating/Capital Budget is approved.  <b>Decision:</b> Carried</p>
<b>12</b>	<p><b>Other Business / Emerging Issues</b></p> <ul style="list-style-type: none"> <li>David Morris reminded the Board about the December 20, 2017 Moss Park meeting, and requested everyone to RSVP as soon as possible.</li> </ul>
<b>13</b>	<p><b>Adjournment</b></p> <p>David adjourned the meeting at 8:39pm.</p> <p>Motion presented to adjourn the meeting.</p> <p><b>Moved by:</b> Paul Jonathan Saguil  <b>Seconded by:</b> Justin Khan  <b>That</b> the Board adjourn the meeting  <b>Decision</b> carried</p>

**\*yellow highlight refers to camera session**

Item	Attached Documents
2	<ul style="list-style-type: none"> <li>Agenda: Monday December 11, 2017</li> </ul>
3	<ul style="list-style-type: none"> <li>Minutes: Monday November 30, 2017</li> <li>In-Camera Minutes: Monday, November 30, 2017</li> </ul>
6	<ul style="list-style-type: none"> <li>Report on findings of the Review into Missing Person/Alloura Wells</li> </ul>
7	<ul style="list-style-type: none"> <li>November 2017 Agency Business</li> </ul>
10	<ul style="list-style-type: none"> <li>Human Resources Committee Meeting (Dec 4, 2017) minutes</li> </ul>



11	<ul style="list-style-type: none"><li>• 2018 Recommended Interim Operating/Capital Budget</li><li>• Appendix 1 - 2017 Organizational Chart – The 519</li><li>• Appendix 2 - 2018 Organizational Chart – The 519</li><li>• Appendix 3 - The 519 – 2018 Recommended Sole-Source / Contract Extension Report</li><li>• Appendix 4 - 2019 Projected Operating Budget Development and Approval Timelines</li></ul>
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