



Minutes: Board of Management, Meeting 10 (2018-2019)

Monday August 26, 2019, 6:30 PM, The 519, Room 204

Board Members

Chair: David Morris	Biko Beuttah	Paul Noble
Vice Chair: Pam Hrick	Marco Calabretta-Duval	Tom Spence
Secretary: Paul Jonathan Saguil	Michael Cherny	Shazia Vlahos (absent)
Treasurer: Tom Warner	Sarah Zerihun	
Ex-Officio: Councillor, Kristyn Wong-Tam (absent)		

The 519

Executive Director	Maura Lawless
Director, Strategic Communications and Executive Planning	Soofia Mahmood
Senior Consultant Knowledge Management	Waeza Afzal

Item	Minutes
1	<p>Welcome and Introductions David Morris opened the meeting at 6:37 pm, welcomed everyone, and delivered land acknowledgement.</p> <p><i>We acknowledge the land we are meeting on is the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit, and Metis peoples. We also acknowledge that Toronto is covered by Treaty 13 with the Mississaugas of the Credit.</i></p>
2	<p>Approve Agenda David Morris requested the Board to review agenda for the Board Meeting of Monday, August 26, 2019.</p> <p>Motion 2.1: David Morris presented the motion to approve the agenda for the Board Meeting of Monday August 26, 2019.</p> <p>Moved by: Paul Jonathan Saguil Seconded by: Tom Warner That the Board approve agenda for the Board Meeting of Monday, August 26, 2019 Decision: Approved</p>
3	<p>Approve Meeting Minutes 3.1 David Morris requested the Board to review and approve the meeting Minutes of Monday, June 10, 2019.</p> <p>MOTION 3.1: Review and approve the minutes for the Board Meeting of Monday June 10, 2019.</p> <p>Moved by: Paul Noble</p>



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	<p>Seconded by: Tom Spence That the Board reviewed and approve the minutes for the Board Meeting of Monday June 10, 2019. Decision: Approved</p>
4	<p>Declaration of Conflict of Interest(s) David Morris confirmed no conflict of interest declared.</p>
5	<p>Chair Report /Executive Committee – David Morris</p> <p>5.1 Chair’s Report – Verbal Update</p> <ul style="list-style-type: none"> • Thanked the Board for participation in the Board Visioning exercise. Summary of session to be shared with HRG committee, followed by the 2nd Board Visioning Session. • Upcoming AGM – September 25, 2019 • Committee chairs meeting to be scheduled in October, 2019.
Agency Business	
6	<p>Executive Director Report – Maura Lawless</p> <p>6.1 No Report</p> <p>MOTION 6.1: NA</p>
7	<p>Agency Business – Becky McFarlane</p> <p>7.1 No Report</p> <p>MOTION 7. 1: NA</p>
8	<p>Staff Report – Maura Lawless</p> <p>Kyle Scanlon Fund and Commemorative Event Update</p> <p>The Kyle Scanlon Memorial Fund was established to memorialize the sudden passing of Kyle Scanlon, a long-time staff member of The 519, who worked closely with trans communities to support and advance trans inclusion. The Kyle Scanlon Memorial Fund will provide funding to advocacy initiatives and community events which improve the lives of and address issues faced by trans communities.</p> <p>Fund details:</p> <ul style="list-style-type: none"> • Run by committee of 4 (2 staff members, one family member, and one community member) • A total of \$5,000 to be given out annually

	<ul style="list-style-type: none"> • Fund is open to organizations and individuals in Ontario and Nunavut <p>The launch event celebrates the opening of the Fund and the Kyle Scanlon Memorial Kitchen.</p> <p>Event details:</p> <p>Date: September 9th, 2019 Time: 5:30PM-9:00PM Location: Kyle Scanlon Memorial Kitchen Inauguration and plaque reveal – Community Kitchen Dinner and art installation – room 106 Child minding – room 201 Meal Trans – room 100</p> <p>MOTION 8.1: NA</p>
Committee Business	
<p>9</p>	<p>Strategic and Program Planning (SPP) Committee Update - Shazia Vlahos, Chair / Becky McFarlane (Staff Liaison)</p> <p>No Report</p> <p>9.1 SPP Meeting Update</p> <ul style="list-style-type: none"> • No update <p>MOTION 9.1: NA</p>
<p>10</p>	<p>Fundraising, Philanthropy, Communications (FPC) Committee Update - Paul Noble (Chair)/Stacy Kelly (Staff Liason)</p> <p>10.1 Committee Update</p> <ul style="list-style-type: none"> • Planning session – report to follow • Upcoming events of importance: <ul style="list-style-type: none"> ○ Volunteer Appreciation Event – September 12, 2019 ○ Annual Gala – October 27, 2019 ○ Annual Donor Appreciation Event – December 3, 2019 <p>MOTION: NA</p>
<p>11</p>	<p>Finance Committee Update – Tom Warner (Chair)/Maura Lawless (Staff Liason)</p> <p>11.1 August 13, 2019 Finance Committee meeting update</p> <ul style="list-style-type: none"> • Presentation of Draft 2018 Financial Statements by Welch LLP • Core Budget Update

- 2020 Budget Principles – projected Consolidated Budget timelines

MOTION 11.1: NA

11.2 2020 Budget Development Principles and Core Budget Submission Update

Tom Warner presented the draft recommended 2020 Budget Principles to the Board for consideration in the development of the 2020 Core and Consolidated Operating and Capital Budget.

Highlights:

- Provide high quality programs and services that support the community and achieve our 2019-2021 Strategic Action Plan: Defining our Future, Responding to Our Context, Affecting Systemic Change Through Partnership; Responding to Vulnerability, Fostering Self-Determination; and Sustainable Organizational Practice, Impact Through Investment
- Ensure staff and the organization have the resources to safely, effectively and efficiently do our work
- Develop operating budgets based upon reasonable fundraising and donation goals while these funds are not guaranteed there is demonstrated evidence that the funds can be relied on
- Increase and/or realign the operating budget where possible to respond to community need and or new opportunities – requires business cases
- Implement budget and operating frameworks that support a culture of public service excellence

MOTION 11.2: That the Board approve the 2020 Budget Principles and timelines as outlined in the report.

Moved by: Tom Warner

Seconded by: Sarah Zerihun

Decision: Approved

11.3 2018 Financial Statements Welch Auditor Letter

Tom Warner presented the 2018 Draft Financial Statements and related materials. Overall year-end surplus of \$75,306 which in opinion of the Auditor is an appropriate level of year-end surplus. Management provided unfettered access and cooperation throughout the Audit process.

MOTION 11.3: That the Board receive and approve the 2018 Financial Statements

Moved by: Tom Warner

Seconded by: Paul Jonathan Saguil

That the Board receive and approve the 2018 Financial Statements

Decision: Approved

<p>12</p>	<p>Human Resources and Governance Committee Paul Jonathan Saguil (Chair) / Maura Lawless (Staff Liaison)</p> <p>12.1 HRG Meeting – No update</p>
<p>13</p>	<p>Nominations Committee – Paul Jonathan Saguil (Chair)/Soofia Mahmood (Staff Liaison)</p> <p>13.1 Meeting Update – Tom Warner Nominations Committee Resignation. Tom Warner resigned from the nominations committee due to the decision to reapply as a Board candidate at the expiry of his current term (September 2019).</p> <p>MOTION 13.1: That the Board of Management accept the resignation of Tom Warner from the nominations committee.</p> <p>Moved by: Paul Jonathan Saguil Seconded by: Paul Noble That the Board of Management accept the resignation of Tom Warner from the nominations committee. Decision: Approved</p> <p>13.2 Appointment of Marco Calabretta-Duval to the Nominations Committee</p> <p>MOTION 13.2 That the Board of Management approve the appointment of Marco Calabretta-Duval to the Nominations Committee Moved by: Paul Jonathan Saguil Seconded by: Biko Beuttah That: the Board of Management approve the appointment of Marco Calabretta-Duval to the Nominations Committee Decision: Approved</p>
<p>14</p>	<p>Other Business / Emerging Issues Motion: NA</p>
<p>15</p>	<p>Adjournment David Morris adjourned the meeting at 7:15pm Motion presented to adjourn the meeting.</p> <p>MOTION 15.1 That the Board adjourn the meeting Moved by: Tom Warner Seconded by: Tom Spence That the Board adjourn the meeting. Decision: Approved</p>



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Item	Attached Documents *yellow highlight indicates in camera session where document will be available printed at the meeting
2.	2.1 Agenda: August 26, 2019
3.	3.1 Minutes: June 10, 2019
8.	8.1 Briefing Note: Kyle Scanlon Fund / Event
11.	11.2 2020 Budget Development Principles and Core Budget Submission Update Report 11.3 2018 Draft Financial Statements and Audit Letter