



## Minutes: Board of Management, Meeting 11 (2019-2020)

Monday September 21, 2020 6:30 -8:30 PM, Virtual via Webex

### Board Members

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

### The 519

<b>Executive Director</b>	Maura Lawless
<b>Director Strategic Communications and Executive Planning</b>	Soofia Mahmood
<b>Director of Philanthropy</b>	Stacy Kelly
<b>Senior Director of Programs and Community Services</b>	Becky McFarlane
<b>Director of Finance</b>	David Young
<b>Senior Consultant Special Projects</b>	Jacq Hixson-Vulpe

Item	Minutes
<b>1</b>	<p><b>Welcome and Introductions</b></p> <p>Pam Hrick opened the meeting at 6:32 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> <p>Pam welcomed the law student from University of Toronto as well as members of the Church-Wellesley Business Improvement Association (BIA) in attendance.</p>
<b>2</b>	<p><b>Approve Agenda</b></p> <p>Pam Hrick requested the Board to review agenda for the Board Meeting of Monday, September 21, 2020.</p> <p><b>MOTION 2.1:</b></p> <p>Pam Hrick presented the motion to approve the agenda as amended for the Board Meeting of Monday Septmeber 21, 2020.</p> <p><b>Moved by:</b> Biko Beuttah  <b>Seconded by:</b> Sarah Zerihun</p>



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	<p><b>That</b> the Board approve the agenda for the Board Meeting of Monday, September 21, 2020</p> <p><b>Recorded vote:</b> Unanimous Pam Hrick Sarah Zerihun Tom Warner Tom Spence Paul Noble Biko Beuttah Paul Jonathan Saguil Michael Cherny Marco Calabretta-Duval</p> <p><b>Decision</b> carried</p>
<b>3</b>	<p><b>Approve Meeting Minutes</b></p> <p><b>3.1</b> Pam Hrick requested the Board to review minutes for the Board Meeting of August 31, 2020</p> <p><b>MOTION 3.1:</b> To approve minutes for Board Meeting of August 31, 2020.</p> <p><b>Moved by:</b> Marco Calabretta-Duval <b>Seconded by:</b> Tom Warner <b>That</b> the Board approve minutes for Board Meeting of August 31, 2020.</p> <p><b>Recorded vote:</b> Unanimous Pam Hrick Sarah Zerihun Tom Warner Tom Spence Paul Noble Biko Beuttah Paul Jonathan Saguil Michael Cherny Marco Calabretta-Duval</p> <p><b>Decision</b> carried</p>
<b>4</b>	<p><b>Declaration of Conflict of Interest(s)</b> Pam Hrick confirmed no conflict of interest declared.</p>

<b>5</b>	<p><b>Chair Report / Executive Committee – Pam Hrick</b></p> <p><b>5.1 Election of Executive Positions (Vice-Chair – subsequent impacts election)</b></p> <ul style="list-style-type: none"> <li>• With David Morris’s resignation, Pam Hrick has succeeded to the position of Chair leaving the position of Vice-Chair vacant. Board members were requested to nominate and vote via secret ballot for the interim Vice-Chair until The 519’s Annual General Meeting is held and the new new Executive Committee is subsequently formed.</li> <li>• Marco Calabretta-Duval, Paul Jonathan Saguil, and Biko Beuttah were nominated by the Board Members for the position of Vice-Chair. Paul Jonathan Saguil and Biko Beuttah accepted the nomination and delivered a few words to outline their strengths and ability to perform the the role of Vice-Chair. Voting via secret ballot took place. Paul Jonathan Saguil was elected as the interim Vice-Chair.</li> <li>• With Paul Jonathan Saguil elected Vice-Chair, the position of Secretary is subsequently vacant. Board was requested to nominate and vote for the interim Secretary of the Board until The 519’s Annual General Meeting is held and the new new Executive Committee is subsequently formed. Sarah Zerihun and Tom Spence were nominated by the Board Members for the position of Secretary and accepted the nomination. They delivered a few words to outline their strengths and ability to perform the the role of Secretary. Voting via secret ballot took place and Sarah Zerihun was elected as Secretary of the Board.</li> </ul> <p><b>MOTION 5.1:</b> Approve the appointment of Paul Jonathan Saguil as Vice-Chair and Sarah Zerihun as Secretary of the Board of Management.</p> <p><b>That</b> The Board approve the appointment of Paul Jonathan Saguil as Vice-Chair and Sarah Zerihun as Secretary of the Board of Management.</p> <p><b>Moved by:</b> Michael Cherny <b>Seconded by:</b> Marco Calabretta-Duval</p> <p><b>Recorded Vote:</b> Unanimous Pam Hrick Sarah Zerihun Tom Warner</p>
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	<p>Tom Spence Paul Noble Biko Beuttah Paul Jonathan Saguil Michael Cherny Marco Calabretta-Duval</p> <p><b>Decision:</b> carried</p> <p><b>5.2 Verbal AGM update – new procedural by-law October 2020</b></p> <ul style="list-style-type: none"> <li>At the next meeting there will be an update from the Governance and Human Resources Committee regarding the Virtual AGM – proposed to be held in January 2021 pursuant to the by-law amendment to be presented to the Board for approval on October 26, 2020.</li> </ul> <p><b>5.3 Commencement of formal virtual committee meetings – committee composition</b></p> <ul style="list-style-type: none"> <li>Formal committee meetings to resume and hosted virtually pursuant to the proposed by-law amendment to be presented to the Board for approval on October 26, 2020.</li> </ul> <p><b>5.4 Concerns around Community Safety</b></p> <ul style="list-style-type: none"> <li>The members of the BIA have raised concerns around the safety of the Church-Wellesly Community in the light of recent incidents in the neighbourhood.</li> <li>The 519 is meeting with the BIA and with other City agencies to further discuss the role each agency can play in improving the outcomes.</li> </ul>
<p><b>6</b></p>	<p><b>Executive Director Report – Maura Lawless</b></p> <p><b>6.1 -Verbal Update</b></p> <ul style="list-style-type: none"> <li>All Board committees have been requested to resume the review their terms of reference which was initiated in February 2020 pre covid.</li> <li>A report will come through the Board through the Governance and Human Resource Committee</li> </ul>

	<ul style="list-style-type: none"> <li>• The leadership team is going to present progress report on our strategic priorities for 2020, and is working on establishing strategic priorities for 2021.</li> <li>• In discussion with City of Toronto to be a flu vaccine site and The 519 has reached out to be a support in terms of any vaccination programs</li> <li>• Completing analysis around the return of community-led groups</li> <li>• Conducting an all-staff survey to collect feedback on delivery of essential services as a response to COVID-19 to further inform our workplan in the coming year.</li> <li>• We do not have clarity from the City of Toronto or the Ontario Ministry of Education in terms of when EarlyON Centres will reopen, and are in regular communication with them. More updates to follow with further developments.</li> </ul>
<b>Agency Business</b>	
7	<p><b>7.1 Staff Update</b></p> <ul style="list-style-type: none"> <li>• NA</li> </ul>
<b>Committee Business</b>	
8	<p><b>Strategic Program Planning Committee Update –</b></p> <p><b>8.1 Committee Composition</b></p> <ul style="list-style-type: none"> <li>• SPP has a vacant position with the resignation of David Morris</li> <li>• Pam Hrick recommended to resign from the Finance Committee and join the Strategic Program Planning Committee.</li> </ul> <p><b>MOTION 8.1</b> Approve the appointment of Pam Hrick to SPP and accept her resignation from the Finance committee</p> <p><b>Moved by:</b> Paul Noble <b>Seconded by:</b> Tom Spence</p> <p><b>That</b> the Board approve appointment of Pam Hrick to SPP and accept her resignation from the Finance committee</p> <p><b>Recorded Vote: Unanimous</b> Pam Hrick</p>



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Sarah Zerihun  
Tom Warner  
Tom Spence  
Paul Noble  
Biko Beuttah  
Paul Jonathan Saguil  
Michael Cherny  
Marco Calabretta-Duval

**Decision:** carried

### **8.2 Advocacy Framework approval**

- Strategic Program and Planning Committee has been working on creating a framework by which The 519 and the Board can engage advocacy issues
- This framework sets out high level principles around advocacy and positions advocacy goals and decisions within The 519's strategic priorities
- This work aligns with The 519's Anti-Racism and Equity Framework
- Framework also outlines how The 519 staff will report to the Board, which will include a yearly report that goes into more depth around the different initiatives
- Amendment: Include our role and obligations as a City agency and public service agency as one of the considerations/principles in the advocacy framework.

**MOTION 8.2** That the Board approve the Advocacy Framework pursuant to the suggested amendment as recommended by the Strategic Program Planning Committee..

**Moved by:** Paul Noble

**Seconded by:** Tom Warner

**That** the Board approve the Advocacy Framework with the aforementioned amendment

**Recorded vote:** Unanimous

Pam Hrick  
Sarah Zerihun  
Tom Warner

	<p>Tom Spence Paul Noble Biko Beuttah Paul Jonathan Saguil Michael Cherny Marco Calabretta-Duval</p> <p><b>Decision</b> carried</p> <p><b>8.3 Interim Report COVID-19: Community-led Groups update verbal</b></p> <ul style="list-style-type: none"> <li>• The Director of Operations and the Director of Strategic Communications and Executive Planning presented a report to SPP to ask for guidance regarding the strategic priorities in bringing community-led groups back to The 519</li> <li>• As the second wave of COVID-19 may be expected in Ontario, there continue to many implications around bringing back community-led groups into the space that is currently limited by reopening of our drop-in programs with modified service to respond to urgent community needs and meet our funding obligations.</li> <li>• Many community groups are meeting virtually, though we are aware that some aren't able to due to lack of access to technology</li> <li>• The 519 is committed to prioritizing community-led groups return to space keeping in view our Health and Safety protocols, program priorities, and commits to developing an equitable process of return in consultation with the groups.</li> </ul>
<p><b>9</b></p>	<p><b>Finance Committee Update</b> - Marco Calabretta-Duval (Chair)/David Young (Director Finance)</p> <ul style="list-style-type: none"> <li>• <b>No Report</b></li> </ul>
<p><b>10</b></p>	<p><b>Fundraising and Philanthropy Committee Update</b> – Paul Noble (Chair)/ Stacy Kelly (Director Philanthropy)</p> <p><b>10.1 FPC September 14<sup>th</sup> meeting update</b></p> <p>The committee received a report from staff which outlined that The 519's positive giving trends and pipeline.</p> <ul style="list-style-type: none"> <li>• Director of Philanthropy will contact Board members regarding the Virtual Gala. The Virtual Gala will be live-streamed and there will be a range of live performances along with live guest appearances. Limited quantity tickets will available to the public including Pay-What-You-Can tickets</li> </ul>



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	<ul style="list-style-type: none"> <li>This virtual gala is a great opportunity for Board members to utilize their networks to support our fundraising strategy.</li> <li>It was recommended to also include trans performers in the event. Director Philanthropy committed to working with the event host and our patron to explore talent.</li> </ul>
<b>11</b>	<p><b>Nominations Committee Update</b> - Biko Beuttah (Chair)/ Maura Lawless (Executive Director)</p> <p><b>11.1 No report</b></p>
<b>12</b>	<p><b>Governance and Human Resources Committee</b> - Tom Spence (Chair)/ Maura Lawless (Executive Director)</p> <p><b>12.1 No report</b></p>
<b>Other Business</b>	
<b>13</b>	<p><b>Other Business / Emerging Issues</b></p> <ul style="list-style-type: none"> <li>Soofia Mahmood Director Strategic Communications and Executive Planning has resigned to take a new position. She started out as a Manager in 2017 and moved to a Director position in 2019. She has played a central role in many initiatives including supporting the Board. We would like to acknowledge and thank Soofia for her work.</li> </ul>
<b>14</b>	<p><b>Adjournment</b></p> <p>Adjourned</p> <p>Meeting was adjourned</p>

Item	Attached Documents *yellow highlight indicates in camera session where document will be available printed at the meeting
2.	2.1 Agenda: September 21, 2020
3.	3.1 Minutes Board Meeting: August 31, 2020
8	8.1 Advocacy Framework