



BOARD OF MANAGEMENT

of The 519 Church Street Community Centre

MEETING MINUTES

for the meeting held on February 25, 2013
2012-2013 Meeting # 5

Meeting Attendance	
Board Members and Staff	
Pascal Dessureault, Kerry Bell, Scott Bomhof, Margo Foster, Angeline Ico, Luc Levasseur, Julia Lo (from 7:25 PM), John Thornton, Rudy Ticzon. (Regrets: Tyler Fleming, Stephen Menon,)	
Maura Lawless (Executive Director), Helen Rykens	
Visitors and Guests	
Denise Campbell, Director, Community Resources, Social Development, Finance and Administration (SDF&A), City of Toronto	
Meeting Minutes	
1. Welcome	
Pascal, the Chair, opened the meeting at 6:35 PM.	
2. Approval of agenda	
MOVED BY Margo Foster SECONDED BY Rudy Ticzon THAT the Agenda be adopted with the amendment that we move 8 – Executive Director’s Report to point 6 as Denise Campbell will be speaking to that item as well. CARRIED	
3. Visitors	
Introduction of Denise Campbell from the City of Toronto. She is responsible for the AOCCs and Community Revitalization.	
4. Approval of minutes	

MOVED BY Luc Levasseur

SECONDED BY Margo Foster

THAT the minutes of the meeting held January 28, 2013 be approved.

CARRIED

5. Declaration of conflicts of interest

There were no conflicts of interest declared.

6. Executive Director's Report – part 1 – Maura reported

Ralph Thornton Centre (RTC) is a smaller Association of Community Centre (AOCC) at corner of Queen and Broadview. They are currently without an Executive Director. The Board of RTC and the City of Toronto has asked that Maura Lawless assume the additional role of interim Executive Director to assist the Centre during this period of transition.

Given the confidential nature of the initial discussion Maura informed The 519 Executive Committee who discussed the situation and approved her to assume the role on an interim basis. As we are committed to supporting the viability of the AOCC model. Maura's focus at RTC will be to provide organizational leadership and stability including undertaking the overall responsibility for all organizational operations for the duration of this transition period.

RTC has a large catchment area – Danforth, Broadview, Coxwell, to below Queen Street. The operating budget is just under \$1 million. It has thirteen staff, many of whom are part time. RTC lost significant funding a few years ago which cut back on their program activities.

Denise Campbell from the City of Toronto provided background information to the Board. Chris Brillinger, Denise's supervisor, who is the Executive Director, Social Development and Administration, has worked on the AOCC model for many years. Chris is committed to the AOCC model, which allows community members greater input into City services and into their own community facility.

Denise reported that she has attended AOCC Directors meetings and appreciates Maura and her leadership among the other ten Executive Directors. Denise noted that The 519 is innovative, groundbreaking, strong, and has excellent systems in place. RTC needed assistance at this time and the creative solution was to have another AOCC Executive Director help with the transition. Denise stated that Maura was the obvious choice due to her leadership role in the AOCC and the positive position of The 519. Denise appreciates the support from Maura and other staff here in supporting RTC.

Denise pointed out that as the City looks at infrastructure and models, as well as the AOCC governance review, it's important to ensure that all the AOCCs are strong and vibrant. With one not doing well, it can reflect on the whole model. Many City Councilors admire the model and want an AOCC in their ward. The City wants to support all 10 of

them. Having The 519 step in to help RTC is critical for the broader program. There will be challenging questions from the things that Maura finds. The Board at RTC may have to deal with some serious questions as this transition goes forward.

519 Board members appreciated the remarks about how well The 519 is doing and that our Executive Director is well-regarded. 519 Board members asked about extraordinary costs for The 519, and the management of staff time working at two sites.

The RTC budget will cover some of the costs. Maura reported that The 519 is in the process of filling key vacant management positions, has just completed an agency-wide 2 year work planning process, and is in a strong position to take this on. The 519 Board has a realistic understanding of how long this might take (approximately 6-8 months) and is prepared that we may not be able to meet some of our own organizational reporting standards on the usual deadlines.

The weakness of one AOCC concerned some 519 Board members. Denise reported that the City acted quickly and smartly, and with the support of Councillor Paula Fletcher, who is on the Board of RTC.

The question was raised about the status of programs at RTC. Maura reported that they had few programs and no approved 2013 operating budget. Rick and Maura are gathering as much data as possible and looking for information on which to make decisions. They will be working on overall mandate. It will take at least a couple of months to get all the data required. There are pressures in the neighbourhood and Maura is also meeting with the Councillor.

The biggest investment of time for 519 managers at RTC will be in the first two months. We are hiring someone to do the financial work, which will free up Rick's time. Hussain is helping with HR clean-up. Their Board is confident that we can translate our policies to their situation.

The RTC building is occupied with activities 25% of the time. There may be program areas that we can work on with them, as there is a strong LGBTQ community in Riverdale.

MOVED BY Angeline Ico

SECONDED BY Kerry Bell

THAT The Board of Management of The 519 approves the Executive Director, Maura Lawless, taking on an interim Executive Director role for the Ralph Thornton Community Centre to assist them during this period of transition.

CARRIED

7. Agency Business

Toronto Star Fresh Air Fund

The Toronto Star Fresh Air Fund raises money to help subsidize the cost of summer camp registration fees for families. The goal of the program is to provide children with memorable summer holidays they may never otherwise experience.

Funds received from this grant will be used to provide subsidized registration spaces for the children's summer day camp.

MOVED BY Scott Bomhof

SECONDED BY Luc Levasseur

THAT the request to the Toronto Star Fresh Air Fund for \$4,500 be approved.

CARRIED

Government of Canada

Canada Summer Jobs (CSJ) is an initiative of the Summer Work Experience Program, providing funding for employers to create summer job opportunities for students between ages 15 and 30 years. The funding application prioritizes jobs which relate to identified local priorities.

Funds received from this grant will be used to subsidize staffing costs for the children's summer day camp.

MOVED BY Rudy Ticzon

SECONDED BY Angeline Ico

THAT the request to the Government of Canada for up to \$25,611 be approved.

CARRIED

City of Toronto - Access, Equity and Human Rights Investment Program

The funding provided through the AEHR program is used by community-based organizations and residents to act on human rights, accessibility, equity, discrimination and hate crime concerns in their neighborhoods and communities.

The 519 is applying for programming related to anti-violence, specifically for doing an assessment of the community's vision for the reporting line including answering open questions such as how the line should be used, how it can increase actual police reporting of crime, etc.

MOVED BY Margo Foster

SECONDED BY Luc Levasseur

THAT the request to the City of Toronto Access, Equity and Human Rights Investment Program for up to \$50,000 be approved.

CARRIED

Government of Ontario - Sport and Recreation Communities Fund

The Ontario Sport and Recreation Communities Fund is a grant program that supports a vision of getting and keeping Ontarians active in community sport, recreation and physical activity.

The 519 will apply for funding to advance our current strategic priorities leveraging sport and recreation in our programs and through the work of our Sport and Community Engagement Consultant. Programming will include the engagement of newcomers in Canadian sport experiences, capacity building within sport and recreation communities to

increase access for LGBTQ people and the development of leadership and skills training for LGBTQ sport organizations.

MOVED BY Kerry Bell

SECONDED BY Angeline Ico

THAT the request to the Government of Ontario Sport and Recreation Communities Fund for up to \$120,000 for the Sport and Community Engagement Initiative be approved.

CARRIED

Government of Ontario - Sport and Recreation Communities Fund

The 519 will apply in its role as Trustee of the PrideHouseTO initiative to support the ongoing development and implementation of the PrideHouseTO LGBTQ Community Engagement Strategy.

MOVED BY Scott Bomhof

SECONDED BY Luc Levasseur

THAT the request to the Government of Ontario Sport and Recreation Communities Fund for up to \$100,000 for the PrideHouseTO initiative be approved.

CARRIED

Trillium Foundation

The mission of the Ontario Trillium Foundation is to build healthy and vibrant communities throughout Ontario by strengthening the capacity of the voluntary sector through investments in community-based initiatives. The Foundation provides grants to Ontario's charitable and not-for-profit organizations working in the arts and culture, environment, human and social services, and sports and recreation sectors.

The 519 will apply in its role as Trustee of the PrideHouseTO initiative to support the ongoing development and implementation of the PrideHouseTO LGBTQ Community Engagement Strategy

MOVED BY Angeline Ico

SECONDED BY Rudy Ticzon

THAT the request to Trillium for up to \$275,000 per year for three years for the PrideHouseTO initiative be approved.

Total \$625,000

CARRIED

8. Executive Committee Report – Pascal reported

The Executive Committee met last month to discuss the Ralph Thornton situation, which was covered in the Executive Director's report, above.

9. Executive Director's Report – Part 2 - Maura reported

The RFP closed for the State of the Village research and planning partnership. There are three proposals that Maura will evaluate. City Planning staff met with Maura regarding neighbourhood projects that they are involved in, and they will pass documents along to our consultant. This will be a huge help.

Because we are a City Agency, City Planning may be able to use findings from the report to adopt the plan.

Pascal reported that everyone they have approached regarding the State of the Village study is super interested. This should bode very well for the project.

10. Human Resources Policy Committee

The In-camera report was removed from the agenda – no report.

11. Strategic and Program Planning

There is no report from the Strategic and Program Planning Committee this month.

12. Finance Committee – Maura reported

Line of Credit Policy

Maura presented a briefing note regarding the line of credit policy and the full draft policy. These documents were reviewed at the Finance Committee meeting.

The policy will address the issue of managing cash flow in the lead up to large events, such as the Gala or Pride.

An annual cash flow report is required for planning use of the line of credit. The Finance committee is the approval mechanism. Our cash reserve will determine the limit on the line of credit.

The line of credit does not preclude discussions of an investment policy. The Investment policy may take time because the City may have issues about how we can invest our funds. BMO is offering 1.5% on our short term investments that will back up the line of credit. This interest rate is the same as Triple A, which is what the City permits.

MOVED BY Scott Bomhof

SECONDED BY John Thornton

TO approve the Line of Credit Policy, with the additional provision that at no time should the line of credit usage exceed the amount of the investment.

CARRIED

Finance Statement for January

We do not have year end statements as we are preparing for the Audit.

Café/Programs: Two managers departed and their credits were paid out.

Revenue from the partnership with TD is not including in this. We will take 10-15% for administration on that project. This wasn't in the original budget, so it's not reflected here. It will be included in a future version, updated version.

MOVED BY Scott Bomhof

SECONDED BY Rudy Ticzon

TO receive the unaudited Finance Report for the month ending January 31, 2013.

CARRIED

13. Resource Development Committee

There was no report from the Resource Development Committee

14. Correspondence

No Correspondence

15. Emerging Issues

All emerging issues were addressed earlier in the agenda.

16. Other Business

No additional business items were brought forward.

17. Adjournment

MOVED BY Margo Foster
SECONDED BY Kerry Bell
THAT the meeting be adjourned
CARRIED

18. Next Board Meeting

The next regular Board meeting will take place on Thursday, April 4 at 6:30 PM in room 304.