

The 519 Church St. Community Centre
Board of Directors
Monday, November 28, 2005
Meeting #2 (05-06)

MINUTES

Board members present: Michelle Douglas (chair), Michael Went, Marnie Peters, Lyle Kersey, Don Middleton, Joan Anderson, Mathieu Chantelois, Asif Kamal, Roy Cain, Gary Leroux

Regrets: none

1. Agenda Approval

Added Minutes Repository to other business

2. Visitors

No visitors

3. Minutes of the last meeting

No amendments. Noted that a banking resolution needed to implement motion adding Asif as a signing officer.

Motion: Moved by Don that Asif be added to banking resolution; seconded by Joan
Motion – Approve minutes of October 24, 2005 – Moved by Mathieu, seconded by Asif.
Carried

4. Declaration of conflicts of interest

None

5. Agency Business – Funding proposals approval

Funding proposals reviewed.

Motion – approve funding application Community Services Grant (City) for Anti-violence Program and Seniors program. Moved by Gary, seconded by Roy. Carried

Motion – approve funding application Supporting Community Partnerships Initiative (federal funding administered by City) for funding through December 2006. Moved by Joan, seconded by Lyle. Carried

Motion – approve funding application Pride & Remembrance Run (Private) – proposal to apply with commitment for volunteers; funding for TransYouth Toronto, Trans Day of Remembrance, and the AIDS Memorial. Moved by Asif, seconded by Jim. Carried
Stabilizing relationship

Motion – approve funding application City – Request for Proposal for organizational capacity building to plan for groups that we have now, new groups, mobilize / integrate community development work. Moved by Don, seconded by Marnie. Carried

6. Agency business – Finance report

John explained finance report of Nov. 28

- 519 staff discussed City funding commitments re: section 37 (Planning Act)
- Variances – The board explored the reasons for a number of variances between actual and budgeted expenses.
- Crooner's Cabaret raised over \$500 for the United Way on Mon. Nov. 21, 2005. Highlight of the evening was staff singing "YMCA".

United Way pledge cards distributed to board members. Board members were encouraged to contribute to United Way, to see 100% Board participation, and to submit pledge forms to John Methven.

Holiday Opening Hours: discussion re: costs and employment implications

Motion: approve closure days proposal, with Jan. 2, 2006 designated as statutory holiday.

Moved by Asif, seconded by Gary. Carried

7. Agency business – Space Use & Program Planning

No applications for new space use

Summary table of types of groups, to be distributed later

Committee brainstormed ideas regarding community consultation. Integration with Strategic Planning committee and catchment area work expected.

Helen continuing to work with flag proponents

Draft Space Use Policy to be distributed to board hopefully in early January

8. Future directions – Building

Discussions with staff and City regarding Phase I budget allocation roll-over into 2006
Michelle & Alison meeting with city official regarding resolution of construction issues, particularly regarding source of funding for stucco contractor costs

New first floor women's washroom constructed and open

Windows are installed.

9. Future directions – Funding / campaign

Discussed in John's Finance report.

Shawn Copen no longer staff contact on the campaign.

10. Future directions – City relationship

Framework has been intended to establish relationship between the City and the 10 Association of Community Centres (AOCCs).

Intention was to finalize the framework by Dec. 31, 2005.

City has now recently passed a simple by-law, essentially stating that AOCCs are now "Municipal Services Boards" under the *Municipal Act, 2001*, effective January 1, 2005.

The intention is for City staff to develop framework through 2006

11. Future directions – Governance

Joan distributed governance material to board members, including Position Description for board members, Code of Conduct (informal), Governance Approach, role of committees, terms of reference for current committees (Nominations, Human Resources policy, and Space Use & Program Planning), legal responsibilities (due diligence),

August 19, 2003 governance report, constitution, anti-harassment policy, mission statement, strategic plan. Thanks to staff who worked on the board binders.

Decision referred to staff to post the following documents on the web:

- Constitution (updated)
- Strategic Plan
- Board structure and committees
- not internal reports to the board (e.g., governance report)
- For other items, Helen to follow-up with Roy

Catchment area – Roy reviewed plan for Board to consider amendments to the catchment area. There appeared to be interest in the membership at the AGM. Awaiting decision of framework agreement. It is intended to submit a proposal to the City in Spring 2006. Board discussed a proposal to expand membership in the catchment area, with the idea of a local membership drive through Winter 2006. Board reiterated issues of finding directors within the catchment area, and membership that doesn't live within the catchment area.

12. Governance – Nominations Committee

Two names recently put forward. Michelle will make contact.

Board members encouraged to identify volunteers that may be future potential board members.

13. Future direction – Leadership & Advocacy

Under E.D. Report

14. Future Direction – Communications

Nothing to report

15. Correspondence

Nothing to report

16. Executive Director Report

Major events – United Way karaoke; Holiday Party (Dec. 10, 2005, 10:30 to 12:30); Anniversary Remembrance of Bill Ekins (Dec. 16, 2005 to be confirmed).

Forthcoming national election may have impact on organization as Elections Canada may wish to book space here

Proposal with Sherbourne Health Centre and Family Services Association to gain long-term funding for queer parenting issues in a co-operative framework.

Draft for a Counseling Foundation for a three-year grant for the counseling programme.

17. Agency business – Human Resources Policy Committee

Meeting held to provide advice to the E.D. Nothing to report.

Lyle joined this committee.

18. Other Business

Minutes Repository. 519 Board minutes to be posted on the internet as of September 2004 minutes where feasible. Helen to follow-up.

Meeting adjourned. Moved by Gary, seconded by Roy. Carried.

Board meeting and dinner: Dec. 19, 2005.

Meeting Time: 6:00 – 7:00.

Address: 14 McKenzie Ave.