

**The 519 Church St. Community Centre  
Board of Directors  
May 29, 2006  
Meeting #8 (2005-06)**

**MINUTES**

**1. Agenda Approval.**

The agenda was circulated. Motion that the agenda be approved. Moved by Roy, seconded by Don. Carried.

**2. Minutes of the last meetings**

Draft minutes of the March 26, 2006 meeting were circulated. Minutes to be amended to note that motion to approve the minutes was moved by Lyle and seconded by Don.

Motion: Approve Minutes of April 24, 2006 meeting with modifications. Moved by Joan, seconded by Derrick. Carried.

**3. International AIDS Vigil.**

Helen distributed report and draft budget. Joan declared conflict of interest and did not participate in the discussion.

Motion: Board approval for a funding advance of up to \$9000 from AIDS Vigil Fund to support the International AIDS Vigil 2006. Moved by Roy, seconded by Don. Carried. Joan abstained due to declaration of conflict of interest.

Motion: Board authorize staff to proceed with the International AIDS Vigil as provided in the report subject to a monthly report to be provided to the Board. Moved by Don, seconded by Derrick. Carried. Joan abstained due to declaration of conflict of interest.

**4. Agency business – Finance report**

Visitor – Cecily Thompson from Grant Thornton (auditor) and John explained the audit process and role of the auditor. No management letter was prepared for 2006.

Motion: that the auditor's report be received and approved. Moved by Don, seconded by Lyle. Carried.

**5. Declarations of Conflict of Interest.**

No declarations.

**6. Agency business – Funding proposals approval**

Alison noted that Trillium application is proceeding.

Motion: Approve in principle that The 519 apply to the United Way Winter Relief for homeless program if and when the United Way of Greater Toronto prepares a request for proposals. Moved by Mathieu, seconded by Joan. Michael abstained due to declaration of conflict of interest.

Alison noted that funding proposal for Toronto Arts Council may be forthcoming for June meeting.

#### **6. Space Use & Program Planning**

Michael reported that new space use policy has been implemented and appears to be working well.

#### **7. Future Directions -- Governance & Strategic Planning**

Joan & Roy explained status of draft community consultation survey that focuses on catchment area, programs, and mission statement. Survey is tied to a membership drive. Poster cards advising of survey have been developed (thanks to Mathieu). Board extends thanks to Jason from MuchMusic who assisted with development of poster card. More detailed consultation to occur in the Summer 2006.

#### **9. Future Directions - Building**

The 519 has directly managed some small urgent capital projects in Phase 2A conjunction with City staff to be completed in next four to six weeks. Mould remediation work is complete. Building opening event will be held on June 15, 2006. Final occupancy date for the new wing is still to be determined.

Financing, tendering of phase 2 went to City Council last week and was approved. Construction is expected to occur first with renovations in new wing (Dec. 2006 to March 2007), then existing building (March 2007 to Dec. 2007).

Board members raised concerns regarding rainy day water infiltration, drainage, and fire inspection.

City staff to meet with Board on Friday, June 5, 2006 to discuss various aspects of the construction project, including safety, quality, timing, selection of contractor, and financial stewardship.

#### **10. Future directions – Funding/Campaign**

Mathieu explained opening festivities planned for June 15 at 7pm. Festivities to include donor recognition event prior to public grand opening. Communications strategy has been developed.

#### **11. Future directions – City relationship**

Draft of the framework agreement with the City and Association of Community Centres has not yet been released.

#### **12. Future directions – Leadership & Advocacy**

Staff are tracking Ontario Human Rights Code changes.

#### **13. Future directions – Communications**

Nothing to report.

#### **14. Correspondence**

Nothing to report.

#### **15. Executive Director's Report**

Items in Executive Director's Report addressed earlier in other sections of agenda.

#### **16. Agency business – Human Resources Policy Committee**

Board went in-camera to discuss matters related to personnel.

#### **17. Other Business**

a) Board Retreat – Board discussed Retreat agenda

b) Minutes Policy. Michael presented a draft minutes policy. Board discussion occurred, regarding clarification of terms, in-camera meeting minutes, and other matters. Michael to distribute electronic version to all board members where feasible. Discussion on minutes policy to be continued at future meeting.

c) Board Member Absences – Position held by Marnie was declared vacant. Motion: to reappoint Marnie to the Board for the remainder of her term of office. Moved by Joan, seconded by Mathieu.

#### **18. Adjournment**

Michele moved that the meeting be adjourned.

**Board Retreat:** June 2, 2006

Location: 9 Huntley – Casey House.

**Next Meeting:** June 19, 2006