



## AGENDA: The 519 Board of Management, Meeting #2 (2024-2025)

Monday, November 25, 2024 @ 6:30 PM – 8:30 PM

Hybrid @ The 519, room 204 & Zoom

Item	Information / Discussion	Lead	Information/Motion
BD-2.1	<b>Welcome / Introduction of Guests / Land Acknowledgement</b>	Tom Spence (Board Chair)	Verbal
BD-2.2	<b>Approve Agenda</b> (2 mins)  2.2 Agenda for Board Meeting of November 25, 2024	Tom Spence (Board Chair)	<b>INFORMATION:</b> <ul style="list-style-type: none"> <li>Agenda for Board Meeting of November 25, 2024 – <b>FOR APPROVAL</b></li> </ul> <b>MOTION 2.2:</b> To approve the agenda for the Board Meeting November 25, 2024.
BD-2.3	<b>Approve Meeting Minutes</b> (5 mins)  2.3 Minutes for the Board Meeting of October 28, 2024	Tom Spence (Board Chair)	<b>INFORMATION:</b> <ul style="list-style-type: none"> <li>Minutes for Board Meeting of October 28, 2024 – <b>FOR APPROVAL</b></li> </ul> <b>MOTION 2.3:</b> To approve the minutes for the Board Meeting of October 28, 2024.
BD-2.4	<b>Declaration(s) of Conflicts of Interest</b> (1 min)	Tom Spence (Board Chair)	<b>INFORMATION:</b> Verbal
BD-2.5	<b>Chair Report / Executive Committee</b> (5 mins)  2.5 Chair's Report	Tom Spence (Board Chair)	<b>INFORMATION:</b> Verbal  <b>DRAFT MOTION 2.5:</b> To accept the resignation of Brett House from the Board.
BD-2.6	<b>Executive Director Report</b> (1 min)  2.6 November Update	Maura Lawless (Executive Director)	<b>INFORMATION:</b> Verbal
<b>STAFF/COMMITTEE REPORTS</b>			
BD-2.7	<b>SCD Update</b> (30 mins)  2.7.1 SCD Meeting Update – <b>FOR INFORMATION</b>	Juan Camilo Rendon Ocampo (Chair-elect, SCD) & Curran Stikuts (Director,	<b>INFORMATION:</b> <ul style="list-style-type: none"> <li>SCD Meeting Summary for November 5, 2024 – <b>FOR INFORMATION</b></li> </ul>



**AGENDA: The 519 Board of Management, Meeting #2 (2024-2025)**

Monday, November 25, 2024 @ 6:30 PM – 8:30 PM

Hybrid @ The 519, room 204 & Zoom

	<p>2.7.2 Appointment of SCD Chair/Vice-Chair – <b>FOR ACTION</b></p> <p>2.7.3 Space Use Policy – <b>FOR ACTION</b></p> <p>2.7.4 Membership Plan Report – <b>FOR ACTION</b></p>	<p>Advocacy &amp; Strategic Communications)</p>	<ul style="list-style-type: none"> <li>• Space Use Policy Summary Report – <b>FOR ACTION</b></li> <li>• Draft Space Use Policy – <b>FOR INFORMATION</b></li> <li>• Current Space Use Fee Structure – <b>FOR INFORMATION</b></li> <li>• 2006 Space Use Policy – <b>FOR INFORMATION</b></li> <li>• 2010 Space Use Policy Addendum – <b>FOR INFORMATION</b></li> <li>• Membership Plan Summary Report – <b>FOR ACTION</b></li> <li>• Draft Membership Renewal Strategy – <b>FOR INFORMATION</b></li> </ul> <p><b>DRAFT MOTION 2.7.2:</b> To appoint Juan Camilo Rendon Ocampo as Chair and Jaris Swidrovich as Vice-Chair of the Strategy and Community Development Committee for the 2024-2025 term.</p> <p><b>DRAFT MOTION 2.7.3:</b> To</p> <p>a) approve the updated Space Use Policy (November 2024), as amended, to be implemented no later than January 31st, 2025, with the direction that space use requests made prior to full implementation will be managed in accordance with current policy and practice; and</p> <p>b) be provided, via the SCD Committee, with an updated rental fee matrix for approval in Q1 2025.</p>
--	--	---	---



**AGENDA: The 519 Board of Management, Meeting #2 (2024-2025)**

Monday, November 25, 2024 @ 6:30 PM – 8:30 PM

Hybrid @ The 519, room 204 & Zoom

			<p><b>DRAFT MOTION 2.7.4:</b> To a) approve the Draft Membership Renewal Strategy; including the activities and timelines in alignment with The 519’s strategic priorities; and b) be provided, via The SCD Committee, an update on the Draft Membership Renewal Strategy, including a feasibility assessment on the potential for paid memberships by Q4 of 2025.</p>
BD-2.8	<p><b>Finance Update</b> (20 mins)</p> <p>2.8.1 Finance Meeting Update – <b>FOR INFORMATION</b></p> <p>2.8.2 Appointment of Vice-Chair – <b>FOR ACTION</b></p> <p>2.8.3 2024 Q3 Variance Report – <b>FOR ACTION</b></p> <p>2.8.4 2024 Year-End Forecast – <b>FOR ACTION</b></p>	<p>Vanshika Dhawan (Treasurer) &amp; Maria Martinez (Director, Finance)</p>	<p><b>INFORMATION:</b></p> <ul style="list-style-type: none"> <li>Finance Meeting Summary for November 18, 2024 – <b>FOR INFORMATION</b></li> <li>2024 Q3 Variance Report – <b>FOR ACTION</b></li> <li>2024 Year-End Forecast – <b>FOR ACTION</b></li> </ul> <p><b>DRAFT MOTION 2.8.2:</b> To appoint Zoe Robinson as Vice-Chair of the Finance Committee for the 2024-2025 term.</p> <p><b>DRAFT MOTION 2.8.3:</b> To receive and approve the 2024 Q3 Variance Report.</p> <p><b>DRAFT MOTION 2.8.4:</b> To receive the 2024 Year-End Forecast Report.</p>
BD-2.9	<p><b>Other Business / Emerging – Issues</b></p>	<p>Tom Spence (Board Chair)</p>	<p><b>INFORMATION:</b></p> <ul style="list-style-type: none"> <li>N/A</li> </ul>
BD-2.10	<p><b>Adjournment</b></p>	<p>Tom Spence (Board Chair)</p>	<p><b>INFORMATION:</b> Verbal</p>



**AGENDA: The 519 Board of Management, Meeting #2  
(2024-2025)**

Monday, November 25, 2024 @ 6:30 PM – 8:30 PM

Hybrid @ The 519, room 204 & Zoom

Item	Attached Documents *yellow highlight indicates in camera session where document will be available printed at the meeting
BD-2.2	Agenda for Board Meeting of November 25, 2024 – <b>FOR APPROVAL</b>
BD-2.3	Minutes for Board Meeting of October 28, 2024 – <b>FOR APPROVAL</b>
BD-2.7.1	SCD Meeting Summary Report – <b>FOR INFORMATION</b>
BD-2.7.3	Space Use Policy Summary Report – <b>FOR ACTION</b>
BD-2.7.3	Draft Space Use Policy – <b>FOR INFORMATION</b>
BD-2.7.3	Current Space Use Fee Structure – <b>FOR INFORMATION</b>
BD-2.7.3	2006 Space Use Policy – <b>FOR INFORMATION</b>
BD-2.7.3	2010 Space Use Policy Addendum – <b>FOR INFORMATION</b>
BD-2.7.4	Membership Plan Summary Report – <b>FOR ACTION</b>
BD-2.7.4	Draft Membership Renewal Strategy – <b>FOR INFORMATION</b>
BD-2.8.1	Finance Meeting Summary Report – <b>FOR INFORMATION</b>
BD-2.8.3	2024 Q3 Variance Report – <b>FOR ACTION</b>
BD-2.8.4	2024 Year-End Forecast – <b>FOR ACTION</b>