

**Ralph Thornton Centre Board of Management
APPROVED MINUTES
May 27, 2015**

Present: Board: Derek Chan, Graham Chernoff, Andrew Chong (Chair), Adrienne De Francesco, Cynthia Fleming, Michele Harding, Jennifer King, Chris May, Maggi Redmonds (Minutes),
Staff: John Campey, Maria Moutsasos

Regrets: Hongmei Cai, Linda C Mackay, Chris Shantz

#	ITEM	DISCUSSION	DECISION	ACTION / BY
1.	Greetings	Andrew called the meeting to order at 6:33		
a.	Approval of Agenda	Motion: to approve the agenda	1 GC 2 JK Carried	
b.	Approval of previous minutes	Motion: to approve the minutes of April 22 2015 as amended	1 MH 2 CF Carried	
c.	Declarations of Conflict of Interest	None		
2	Business Arising:			
a.	Local Development Updates	<ul style="list-style-type: none"> • RTC draft policy statement: <ul style="list-style-type: none"> - Group to draft policy has yet to meet; need to follow up • Riverside Square City Consultation (Adrienne) <ul style="list-style-type: none"> - Proposal for includes retail & residential (almost 900 units); 5 residential buildings; 24, 13 & 7 stories proposed; automotive becomes larger but at the back of the site - Last meeting a site visit; next meeting will be substantive discussion - Issues raised by RTC Board include: parking, transit, affordability, how do developments fit together • First Gulf (Graham); <ul style="list-style-type: none"> - Nothing to report; their meetings conflict with ours - Similar issues as First Gulf, but this is not an official process – the official planning steps have not started - Group currently meeting is probing & incisive • City Presentation (Andrew) <ul style="list-style-type: none"> - Kyle Knoeck, Manager for Community Planning East Section, has been in contact and will make someone available for the June Board meeting to present on projects in the neighbourhood 		Chris S, Graham, Maggi

#	ITEM	DISCUSSION	DECISION	ACTION / BY
b.	Inclusivity workshop update	<p>Reminder of the question being addressed: <i>As we move forward, how do we ensure that our policies & procedures continue to develop in the most inclusive way consistent with our mission & vision while adhering to our responsibilities?</i></p> <p>Group agreed that inclusivity is a more accurate word than accessibility.</p> <p>To be held at OverJoy (Queen at Booth, upstairs); please arrive at 5:30; dinner & discussion at 6; childcare & kids' food will be offered; spouses to be included in early part of discussion and to depart at 7:30; for Board members, evening goes til 9.</p> <p>The proposed agenda was detailed.</p>	<p>Facilitator TBD; forward any suggestions to John</p> <p>Agreed that childcare & kids' food to be offered at same site</p>	
3.	Staff Reports			
a.	Executive Director's Report	<p><i>Ref Board Package 2015 05 27 Item # 3a</i></p> <p>Employer Health Tax underpayment: <u>Motion:</u> That the Centre be authorized to: (i) voluntarily disclose to the Ministry of Finance that it may not be eligible for the \$400,000 salary exemption from the Employer Health Tax for the Centre's taxation years beginning in 2010 until present; and to make payments to the Ministry of Finance in the aggregate of no more than \$50,000, to settle any outstanding amounts owed in relation to such voluntary disclosure.</p> <p>NB to determine if there is any room for negotiation as to how far back we have to pay</p> <p>The timeline of this year's City budget development is extremely tight. We are pleased that the 519 is allowing Rick McCarty to assist John with it.</p> <p>After School Program possibility in partnership with Eastview. A 1 year agreement will help RTC develop our own capacity to offer a program.</p>	<p>1 MH 2 JK Carried</p>	

#	ITEM	DISCUSSION	DECISION	ACTION / BY
		<p><u>Motion:</u> That the Centre is authorized to enter an agreement with Eastview Community Centre and Boys and Girls Club to operate a satellite after-school program at the Centre on a cost-recovery basis (including some subsidies if possible) for the 2015-2016 school year.</p> <p>Follow-up on proposed development next door to RTC: John has met with Councillor and senior City staff regarding the proposal (which is in the early stages) to indicate our active interest. This could provide an opportunity for some improvements to RTC's building.</p> <p>We could ask an architect with NFP orgs to take a look at our building and give some general advice.</p>	<p>1 MR 2 CM Carried</p>	<p>Maggi to follow-up on this</p>
b.	<p>Program Director Report</p>	<p><i>Ref Board Package 2015 05 27 Item # 3b</i> Some upcoming events::</p> <ul style="list-style-type: none"> • Good Food market: Opens at RTC June 4 • Camp Registration has taken place; the 2 new streams (for keeping it local & children from LGBT led families) are being implemented • Eats and Beats: June 6th, 2015 between 1-5 p.m. RTC will be operating a coffee house • Community Matters: June 15th, 7-9 pm, in partnership with Planning South Riverdale <u>Our Changing Neighbourhood: Supporting a Main Street for Everybody</u>; John will be moderating the discussion. • Leslieville Tree Festival: June 13th from 12-4 p.m. 	<p>There is a list of former food places that have given donations; to be tracked down.</p>	<p>Jen will follow up</p>
4.	<p>Committee Reports</p>			
a.	<p>BDN</p>	<p><i>Ref Board Package 2015 05 27 Item # 4a</i> Noted that 21 days before the AGM is September 9th (not 4th) Board self- evaluation is coming.</p>		
b.	<p>Executive</p>	<p><i>Ref Board Package 2015 05 27 Item # 4b</i> The Exec revisited their Terms of Reference, and encourage other committees to do the same</p>		<p>All committees</p>

#	ITEM	DISCUSSION	DECISION	ACTION / By
c.	Finance	<p><i>Ref Board Package 2015 05 27 Item # 4c</i> <i>See also ED's report and Health Tax motion.</i></p> <p>Due to time constraints, the 2916 City budget requires approval prior to the June Board meeting.</p> <p>Motion: That the Finance Committee and Executive Committee be delegated authority to approve the 2016 City of Toronto Budget on behalf of the Board.</p> <p>The Finance Cttee will be soliciting feedback on the quarterly report information. Reminder that Financial Consultant, Karen Knopf, who did a session at the Board orientation, was to do a training with the Finance Cttee and other interested Board members. This has not yet taken place, but would be relevant to quarterly financial information</p>	<p>1 GC 2 JK Carried</p> <p>Note that the Executive's decision must be ratified at the following Board meeting.</p>	
d.	Fundraising & Marketing	<p><i>Ref Board Package 2015 05 27 Item # 4d</i></p> <p>Board members agreed that it is helpful to hear about the marketing and branding proposals as they are developed.</p> <p>Board feedback on F&M's 'messaging' and 'moods' was given. The direction was generally agreed to; it is to come back for ultimate approval by the Board.</p> <p>The website project is moving forward; the Board will be brought up to speed on the overall project; assistance may be required on some aspects of the work.</p> <p>Discussion re: RTC's "platform" to support this work.</p>		
e.	Membership & Outreach	<p><i>Ref Board Package 2015 05 27 Item # 4e</i></p> <p>Planning for the Wednesday September 30th RTC AGM is on-going. We are pleased to announce that Olivia Chow has agreed to speak at it.</p>		
f.	OP&E	<p><i>Ref Board Package 2015 05 27 Item # 4f</i></p> <p>Various aspects of governance volunteer participation were discussed, including staff awareness of them and reporting of their volunteer hours. It was agreed that governance volunteers do not require the same type of screening as programme volunteers as they</p>	<p>Central list of governance volunteers will be developed; governance volunteer hours</p>	

#	ITEM	DISCUSSION	DECISION	ACTION / By
		do not interact with clients.	will be recorded at each Board meeting; Cttee Chairs to record hours for non-Board Cttee members Confidentiality agreements to be forwarded to John	Maggi
g.	Personnel	Job description for new position was reviewed by Personnel; Cttee is in the process of completing John's probationary review.		
5.	Other business - In Camera Session	<u>MOTION:</u> to go in camera at 8:25 to approve previous in-camera minutes <u>MOTION:</u> to approve the In Camera Minutes of March 25 2015 and April 22 2015 meetings <u>MOTION:</u> to go out camera at 8:32	1 AC 2 CF Carried 1 MH 2 ADF Carried 1 ADF 2 MR Carried	
6.	Adjournment	<u>MOTION:</u> to adjourn the meeting at 8:33 pm	1 AC 2 MR Carried	

Approved by RTC Board June 24 2015