

Ralph Thornton Community Centre Board of Management
UNAPPROVED Minutes of the Meeting of February 28, 2018

Present:

Board: Ryan Acayan; Graham Chernoff; Liz Doyle; Caleb Edwards; Jeff Garkowski; Yang Han; Michèle Harding; Sharon Ho; Alan Lennon; Julia Peters; AND Janet Routliffe.

Staff: John Campey, Glenn Gustafson, Maria Moutsatsos

Regrets: Paula Fletcher

	Item	Discussion	Decision	Action / By
1. CALL TO ORDER				
1a	Greetings & introductions	Michèle called the meeting to order.		
1b	Declaration of conflicts of interest	None		
2. BUSINESS ARISING				
2a	Approval of meeting agenda	MOTION: THAT the meeting agenda be approved.	M: Jeff S: Sharon CARRIED	
2b	Board TO DO List	<ul style="list-style-type: none"> List was updated 		
2c	Community updates	<ul style="list-style-type: none"> Unilever Precinct Planning Study consultation meeting Waterfront Toronto's Port Lands Flood Protection Stakeholder Advisory Committee – Caleb Edwards will represent the Board 		Information
3. CONSENT AGENDA				
3a	Consent agenda approvals	MOTION: THAT the following Consent Agenda decisions and motions be approved, and committee reports be received.	M: Yang S: Ryan CARRIED	
3b	September 27, 2017, minutes	MOTION: THAT the minutes of the January 24, 2018, meeting of the RTCC Board of Management be approved as circulated.		Secretary
3c	Membership & Outreach <ul style="list-style-type: none"> Committee report 	The Committee's report highlighted: <ul style="list-style-type: none"> The upcoming Community Matters forum on March 19 A member survey Further upcoming initiatives: April 21 Open House; 2018 RTCC Community Volunteer Awards; May Provincial All Candidates' Meeting DECISION: THAT the February committee report to		

	Item	Discussion	Decision	Action / By
		the Board be received.		
3d	Board Development & Nominations • Committee Report	The Committee's report highlighted: <ul style="list-style-type: none"> • The upcoming March 24 Board retreat • The upcoming 2018 Board Self-Assessment <p>DECISION: THAT the February committee report to the Board be received.</p>		
<i>End Consent Agenda Motions And Decisions</i>				
4. STAFF DISCUSSION				
4a	Executive Director's report	The following items were highlighted: <ul style="list-style-type: none"> • Progress on Civic engagement events thanks to social work students. Event on March 6. • A Community Matters event on harm reduction and the overdose crisis will take place March 19. • Work continues on other programs and services (e.g. setting up agreement to act as temporary emergency shelter for community organizations). • Some challenges with building users. • The City of Toronto's report on its relationship with the not-for-profit sector. <p>DECISION: THAT the Executive Director's report to the Board be received.</p>	Information AGREED	N/A
4b	Program Director's report	The following items were highlighted: <ul style="list-style-type: none"> • Registrations for summer camp starting soon. • Tax filer application lag – paperwork submitted, so waiting on CRA. <p>DECISION: THAT the Program Director's report to the Board be received.</p>	Information AGREED	N/A
4c	Business Manager's report	The following items were highlighted: <ul style="list-style-type: none"> • Elevator update – back door to be installed March 1; more fire detection equipment may be needed. • AODA audit summary report received. • Initial exploration of new human resources information system, including requirements and planning for effective execution. 	Information	N/A

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		DECISION: THAT the Business Manager’s report to the Board be received.	AGREED	
5. COMMITTEE REPORTS				
5a	Executive	<p>The report highlighted:</p> <ul style="list-style-type: none"> Meeting with East End AOCCs involved comparing practices and approaches. There is a commitment to meet again. Eastview’s board chair requested that the City bring together all the AOCCs to discuss city policies. 45 agencies have signed United Way’s Call to Action. United Way will be launching the initiative as “Ontario for All”. <p>DECISION: That the February Committee Report be received.</p>	AGREED	
5b	Fundraising & Marketing	<p>The report highlighted:</p> <ul style="list-style-type: none"> The May 12, 2018 signature event will be themed “A Royal Thornton Affair”. Board members are requested to solicit support from five or more businesses for the silent auction. Janet will contact board members with assignments. <p>MOTION: THAT the theme for this year’s gala event be: <i>A Royal Thornton Affair</i></p> <p>DECISION: That the February Committee Report be received.</p>	<p>M: Janet S: Julia CARRIED</p> <p>AGREED</p>	All board members
5d	Organizational Planning & Evaluation	<p>The report highlighted:</p> <ul style="list-style-type: none"> An assessment against the organization’s mission was undertaken using the 2014-17 renewal plan. The assessment showed that the RTCC performed well against the plan. Tax filer program expectations were high and have been more realistically scoped. <p>DECISION: That the February Committee Report be received, and that the 2014-17 renewal plan assessment be incorporated into the 2018 Annual General Meeting report.</p>	AGREED	President

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5e	Personnel	The report highlighted: <ul style="list-style-type: none"> • Progress made on the 2017 ED performance review <p>DECISION: That the February Committee Report be received</p>	AGREED	
6.	In camera session	MOTION: That the board go in camera at 8:10 p.m.	M: Michèle S: Caleb CARRIED	
		MOTION: That the board rise from the in camera session at 9:02 pm, Caleb, Janet, carried	M: Caleb S: Janet CARRIED	
		The board discussed the 2017 year-end report and the 2018 budget, including options on reducing a deficit.		
7.	ADJOURNMENT	<u>MOTION:</u> THAT the meeting be adjourned.	M: Graham CARRIED	
<p>MOTION: THAT the minutes of the February 28, 2018 meeting of the RTCC Board of Management be approved. Moved: Jeff Seconded: Alan CARRIED</p> <p style="text-align: right;">March 28, 2018</p>				