

Ralph Thornton Community Centre Board of Management
APPROVED Minutes of the Meeting of March 28, 2018

Present:

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

Staff: John Campey, Glenn Gustafson

Regrets: Paula Fletcher; Yang Han

	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: Julia S: Alan 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 occurred March 21; focus was on overall planning context. Presentation to be available soon on Unilever Precinct website. Waterfront Toronto's Port Lands Flood Protection Stakeholder Advisory Committee Applegrove's Executive Director, Susan Fletcher, is retiring soon, after 35 years of service. <p>MOTION: THAT the Board acknowledge Susan Fletcher's tremendous contribution through her long service to the community through AOCCs and her advocacy of community use of school space.</p> <ul style="list-style-type: none"> MPP Peter Tabuns and Councillor Paula Fletcher are hosting a community meeting on housing affordability on March 29 at Matty Eckler Recreation Centre. Morse Street School has received a \$2.5-million alumnus donation. 	M: Michèle S: Graham CARRIED	Information

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3. CONSENT AGENDA				
3a	Consent agenda approvals	MOTION: THAT the following Consent Agenda decisions and motions be approved, and committee reports be received.	M: Caleb S: Alan CARRIED	
3b	February 28, 2018, minutes	MOTION: THAT the minutes of the February 28, 2018, meeting of the RTCC Board of Management be approved as circulated.		Secretary
3c	Organizational Planning & Evaluation • Committee report	The Committee's report highlighted: • Continuing staff work on program research, planning, monitoring, and evaluation. DECISION: THAT the March committee report to the Board be received.		
3d	Membership & Outreach • Committee Report	The Committee's report highlighted: • The March 19 Community Matters forum on harm reduction garnered 25 attendees. • A reminder for board members to complete the member survey. DECISION: THAT the March committee report to the Board be received.		All board members
3e	Board Development & Nominations • Committee Report	The Committee's report highlighted: • The March 24 Board retreat was postponed. The committee is exploring a joint session with other AOCCs. • The 2018 Board Self-Assessment will occur in April. DECISION: THAT the March committee report to the Board be received.		All board members
<i>End Consent Agenda Motions And Decisions</i>				
4. STAFF DISCUSSION				
4a	Executive Director's report	The following items were highlighted: • Civic engagement activities, including the Community Matters forum, a popup democracy session during Eats and Beats, and the Democracy Fundamentals workshop series in the fall. • Staff are exploring initiative to become emergency assembly point for surrounding service agencies'	Information	N/A

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		<p>residential facilities.</p> <ul style="list-style-type: none"> • New communications products, including posters, and videos. • Upcoming events include the April 7 Wine and Craft Beer Expo and the May 12 Royal Thornton Affair fundraiser. • Incidents on the premises continue to increase in frequency. The library has stationed a security guard on site for a two-month trial. Staff are working with the library on this issue. <p>DECISION: THAT the Executive Director’s report to the Board be received.</p>	<p>AGREED</p>	
4b	Program Director’s report	<p>The following items were highlighted:</p> <ul style="list-style-type: none"> • Programming highlights include full enrolment in the Mentor program, upcoming registration opportunities for RAC and 2018-19 After School programs, and established dates for the Tax Filer Clinic. • A variety of capacity-building training opportunities for staff. • Further student placements. <p>DECISION: THAT the Program Director’s report to the Board be received.</p>	<p>Information</p> <p>AGREED</p>	N/A
4c	Business Manager’s report	<p>The following items were highlighted:</p> <ul style="list-style-type: none"> • Elevator update: <ul style="list-style-type: none"> ○ a delay due to fire safety equipment installation issues (further details outlined in briefing note in <i>Additional Board Package Documents</i>) ○ other ancillary work is on track ○ The delay means the elevator will not be available for the April 21 and May 12 events ○ Staff have recommended postponing the April 21 Open House to September 15 ○ The board has decided to continue planning the May 12 fundraising • Audit took place March 19 and 20 • Revenue generating options were presented as 	<p>Information</p>	N/A

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		<p>outlined in <i>Additional Board Package Documents</i>.</p> <p>DECISION: THAT the Business Manager's report to the Board be received.</p>	AGREED	
5. COMMITTEE REPORTS				
5a	Executive	<p>The report highlighted:</p> <ul style="list-style-type: none"> • Communication from the City of Toronto Integrity Commissioner concerning conduct considerations ahead of the forthcoming municipal elections. • The Tax Filing Project MOU. <p>MOTION: THAT the Ralph Thornton Community Centre Board confirm the signing of a three-year Memorandum of Understanding with Toronto Neighbourhood Centres respecting the "Poverty Reduction Through Tax Filing Project".</p> <p>DECISION: That the March Committee Report be received.</p>	<p>M: Caleb S: Janet CARRIED</p> <p>AGREED</p>	
5b	Fundraising & Marketing	<p>The report highlighted:</p> <ul style="list-style-type: none"> • Planning work for the May 12 fundraiser. • A list of tasks for event volunteers. <p>DECISION: That the March Committee Report be received.</p>	AGREED	
6. IN CAMERA SESSION				
6.	In camera session	<p>MOTION: That the board go in camera at 8:18 p.m.</p> <p>MOTION: That the board rise from the in camera session at 9:15 p.m.</p> <p>The board discussed revenue generation options and issues; and approved the Executive Director's 2017 performance review.</p> <p>DECISION: That the following amendments to RTCC's fees are approved: \$10 per bag waste levy</p>	<p>M: Ryan S: Julia CARRIED</p> <p>M: Alan S: Caleb CARRIED</p>	

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		chargeable to users that generate excess waste; \$10 per booking fee for category A users; and an additional increase of \$25 per month for the After School Program. Staff to report back on a policy and process for implementation to ensure consistency.		
7. ADJOURNMENT				
7.	ADJOURNMENT	<u>MOTION:</u> THAT the meeting be adjourned.	M: Alan CARRIED	