

**Ralph Thornton Community Centre Board of Management  
APPROVED Minutes of the Meeting of August 28, 2019**

**Present:**

**Board:** Ryan Acayan; John Bradford, Christine Chen, Caleb Edwards; Megan Lorus; Ed Nagy; Julia Peters; Janet Routliffe AND Ejay Tupe

**Staff:** John Campey; Colleen Gray

**Guests:** Ulli Groppler

**Regrets:** Paula Fletcher; Glenn Gustafson; Sharon Ho; Alan Lennon; Bill Somerville

	Item	Discussion	Decision	Action / By
<b>1. CALL TO ORDER</b>				
1a	Greetings & introductions	Megan called the meeting to order.		Vice-President
1bc	Declaration of conflicts of interest	None		
<b>2. BUSINESS ARISING</b>				
2ab	Approval of meeting agenda	<b>MOTION:</b> <b>THAT the meeting agenda be approved as amended</b>	<b>M: Caleb</b> <b>S: John</b>  <b>CARRIED</b>	
2c	Community Updates & News	<ul style="list-style-type: none"> <li>Board recognized Lynne Raskin for her RTCC support and work in the community.</li> </ul> <b>MOTION: THAT the RTCC Board express its appreciation to Lynne Raskin, on the occasion of her retirement from SRCHC, for her leadership and support of the Riverdale community, in particular we want to recognize her courage in stewarding the safe injection site and her stalwart support of RTCC itself</b>	<b>M: Julie</b> <b>S: Ryan</b>  <b>CARRIED</b>	Information

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		<ul style="list-style-type: none"> <li>• The Board supported the naming of naming parkette to Riverside Common</li> <li>• Ejay gave a presentation on updated community statistics and how it can help in RTCC planning and engaging all members in the catchment area. The board thanked Ejay for his detailed presentation and starting new dialogues for the Board.</li> </ul>		
2d	Business Arising	Ulli Groppler presented the Board with her draft workplan on how she will address persistent issues in the Rivertowne community and strengthen its relationship with RTCC. She outlined strategic objectives and encouraged the Board to contact her for volunteer opportunities in the future.		
<b>3. AGENDA, MOTIONS / DECISIONS</b>				
3a	Consent Agenda	<b><u>MOTION:</u> THAT the Consent Agenda decisions and motions be approved, and committee reports be received.</b>	<b>M: Megan S: Yang Carried</b>	
<b>4. STAFF DISCUSSION</b>				
4a	Executive	<ul style="list-style-type: none"> <li>• Only one nomination for each executive position was received. Each nominee confirmed his or her willingness to stand:</li> </ul> <p><b>MOTION: THAT the following members be appointed as Board Officers</b></p>	<b>M: Caleb S: Ejay Carried</b>	

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		<p><b>President: Alan Lennon</b>  <b>Vice-President: Megan Lorius</b>  <b>Treasurer: Caleb Edwards</b>  <b>Secretary: Ryan Acayan</b></p> <p><b>DECISION: THAT Board signing authority for Janet Routliffe and Sharon Ho be rescinded effective immediately, and that the signing authorities be updated to reflect the 2019 Board Officers: Alan Lennon, Megan Lorius, Caleb Edwards and Ryan Acayan</b></p>	<p><b>M: Caleb</b>  <b>S: Ejay</b>  <b>Carried</b></p>	
4b	<b>BD&amp;N</b>	No Report		
4c	<b>Finance</b>	No Report		
4d	<b>Fundraising &amp; Marketing</b>	No Report		
4e	<b>Membership &amp; Outreach</b>	The report outlined the schedule and activities planned for the RTCC Open House on September 14, 2019.		
<b>5. COMMITTEE REPORTS</b>				
5a	<b>Executive Director's report</b>	<p>The following items were highlighted:</p> <ul style="list-style-type: none"> <li>• Updates on Exchange Loft staffing, RTCC polling station opportunities and communications with the South Riverdale Child-Parent Centre on working towards a new lease agreement</li> <li>• Reviewed the 2019-Q2 Operational Plan and noted the addition of the new partnership with Margaret's to deliver peer worker training to start in September</li> </ul>		

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		<ul style="list-style-type: none"> <li>RTCC plans to join Mayor John Tory and the City of Toronto in celebrating Non-Profit Recognition Day on October 2, 2019.</li> </ul> <p><b>MOTION: THAT the Board approves RTCC participation in Non-Profit Recognition Day and will allocate RTCC resources to the event in partnership with other local AOCC's</b></p> <p><b>DECISION: THAT the Executive Director's report to the Board be received.</b></p>	<p><b>M: Caleb</b> <b>S: Janet</b> <b>Carried</b></p> <p><b>AGREED</b></p>	
5b	<b>Manager, Strategic Initiatives</b>	<p>The report summarized the activities for all RTCC programs and highlighted the following:</p> <ul style="list-style-type: none"> <li>Mentor Program staffing updates with student placements and the hiring of two new Relief Staff</li> <li>After School Program summary and user/staff updates for the start of the September school year</li> <li>Reviewed the RAC Camp and discussed other possible alternatives for next year</li> </ul> <p><b>DECISION: THAT the Executive Director's report to the Board be received.</b></p>	<b>AGREED</b>	
5c	<b>Business Manager (John Campey for Glenn Gustafson)</b>	<p>The report highlighted the following:</p> <ul style="list-style-type: none"> <li>RTCC will have to establish a Joint Health and Safety Committee since it now has more than 20 employees</li> <li>Security camera and auditorium partition upgrades are both now completed</li> <li>City's AODA audit results will delay the RTCC Wayfinding Project</li> </ul>		

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		<ul style="list-style-type: none"> <li>• Currently gathering quotes for repairs to the auditorium floor and painting in the Centre</li> </ul> <p><b><u>MOTION:</u> THAT the Section 37 Reserve 2019 Budget be amended to reallocate funds from the Wayfinding Project to the Auditorium Floor Project to budget:</b></p> <ul style="list-style-type: none"> <li>• \$7,000 for the auditorium floor, and;</li> <li>• \$3,948.47 for wayfinding</li> </ul> <p><b><u>MOTION:</u> THAT the RTCC Staff Reports be accepted</b></p>	<p><b>M: Christine</b>  <b>S: Caleb</b>  <b>Carried</b></p> <p><b>M: Julia</b>  <b>S: Ryan</b>  <b>Carried</b></p>	
<b>6. ADJOURNMENT</b>				
6a	<b>Committee Planning</b>	The Board reviewed the Committee Participation Report and welcomed input/recommendations from all members. Board members confirmed which committees they will join as well as the date for their first meetings in September		
	<b><i>ADJOURNMENT</i></b>	<b><u>MOTION:</u> THAT the meeting be adjourned.</b>	<b>M: Ejay</b> <b>S: Julia</b> <b>CARRIED</b>	

