

**Ralph Thornton Community Centre Board of Management
APPROVED Minutes of the Online Electronic Meeting of July 22, 2020**

Present:

Board: Ryan Acayan; John Bradford, Caleb Edwards; Sharon Ho; Alan Lennon; Megan Lorus; Ed Nagy; Julia Peters AND Ejay Tupe

Staff: John Campey; Colleen Gray; Glenn Gustafson

Regrets: Christine Chen; Hamdi Jimale; Janet Routliffe

Guests: Amy Grenon; Shiralee Hudson; Susan Qadeer; Maggi Redmonds

	Item	Discussion	Decision	Action / By
1. CALL TO ORDER				
1a	Greetings & introductions	Alan called the meeting to order.		President
1bc	Declaration of conflicts of interest	None		
2. BUSINESS ARISING				
2a	Approval of meeting agenda	<u>MOTION:</u> THAT the meeting agenda be approved as presented. 9-0 Vote in favour	M: Ejay S: Ryan Carried	
2b	June 17, 2020, Minutes	<u>MOTION:</u> THAT the minutes of the June 17, 2020 Board Meeting of the RTCC Board of Management be approved. 9-0 Vote in favour	M: Sharon S: Ryan Carried	Secretary
2c	Community Updates & News	<ul style="list-style-type: none"> Discussions centered around the COVID-19 pandemic and how the RTCC is servicing the community 		Information

	Item	Discussion	Decision	Action / By
		<ul style="list-style-type: none"> Reviewed TNC Non-profit housing memo and RTCC letter to the Alcohol and Gaming Commission on Ontario Discussed the recent Ontario Rail community meeting 		
3. AGENDA, MOTIONS / DECISIONS				
3a	Consent Agenda	<u>MOTION:</u> THAT the Consent Agenda decisions and motions be approved, and committee reports be received. 9-0 Vote in favour	M: Ejay S: Ryan Carried	
4. COMMITTEE REPORTS				
4a	Executive	<ul style="list-style-type: none"> Reviewed RTCC operations, staffing coordination and event planning around COVID-19 pandemic Discussed the 2019 Executive Director performance review <p>DECISION: THAT the Manager's report to the Board be received.</p>		
4b	BD&N	<ul style="list-style-type: none"> No report for this month 		
4c	Finance	<ul style="list-style-type: none"> No report for this month 		
4d	Fundraising & Marketing	<ul style="list-style-type: none"> No report for this month 		
4e	Membership & Outreach	<ul style="list-style-type: none"> No report for this month 		
4f	Operational Planning & Evaluation	<ul style="list-style-type: none"> No report for this month 		

	Item	Discussion	Decision	Action / By
4g	Personnel Committee	<ul style="list-style-type: none"> No report for this month 		
5. STAFF REPORTS				
5a	Executive Director	<ul style="list-style-type: none"> Reviewed how RTCC is dealing with the COVID-19 pandemic and summarized operations from the last month, as well as the need for a new RTCC user PPE mask policy Provided an update on grant funding and salary commitments regarding the Rivertowne Community Coordinator position Discussed opening RTCC to start programming when Toronto is in Stage 3 and in August/September specifically for the Summer Camp program <p><u>MOTION:</u> THAT RTCC adopt the Mandatory Mark and Face Covering Policy and Procedures. 9-0 Vote in favour</p> <p><u>MOTION:</u> THAT RTCC reopen the building im August and September for Summer Camp programming. 9-0 Vote in favour</p> <p>DECISION: THAT the Manager's report to the Board be received.</p>	<p>M: Caleb S: John B. Carried</p> <p>M: John B. S: Ejay Carried</p> <p>AGREED</p>	
5b	Manager, Strategic Initiatives	<p>The report summarized activities for RTCC programs and highlighted the following:</p> <ul style="list-style-type: none"> Staff are engaging students in the After-School Program through virtual online sessions twice a week Mentor Program is being conducted entirely online 		

	Item	Discussion	Decision	Action / By
		<ul style="list-style-type: none"> • Reviewed RTCC Summer Camp planning and updates on staff training to be conducted this week • Discussed after school program updates <p>DECISION: THAT the Manager's report to the Board be received.</p>	AGREED	
5c	Business Manager	<ul style="list-style-type: none"> • Discussed staffing and financial impact of centre closure due to COVID-19 • Provided on new building operations in response to City requirements • Reviewed options on how RTCC can plan for upcoming 2020 AGM <p>DECISION: THAT the Manager's report to the Board be received.</p> <p><u>MOTION:</u> THAT the all the RTCC staff reports be received by the board. 9-0 Vote in favour</p>	<p>AGREED</p> <p>M: Caleb S: Ejay Carried</p>	
6. ADJOURNMENT				
6a	ADJOURNMENT	<p><u>MOTION:</u> THAT the meeting be adjourned. 9-0 Vote in favour</p>	<p>M: John B. S: Caleb CARRIED</p>	