

**Ralph Thornton Community Centre Board of Management
APPROVED Minutes of the Meeting of Wednesday March 29, 2023**

Present:

Board: Ryan Acayan; Martin Philip James Bryan; Caleb Edwards; Sree Nallamothu; Lisa Pottie; Maggi Redmonds; Heather Simpson; James Topham; Ejay Tupe;

Staff: John Campey; Glenn Gustafson; Colleen Gray; Stephen Devine (note-taker);

Guest:

Regrets: Councillor Paula Fletcher; John Bradford;

	Item	Discussion	Decision	Action / By
1. WELCOMES and UPDATES				
1a	Land Acknowledgement	Discussion of the importance and utility of Land Acknowledgements; mention was made of <u>Cliff Cardinal</u> 's recent performance; John Campey pointed out that the Land Acknowledgement is mandated by the City to open meetings of all City agencies; Caleb will lead this at the next meeting;		
1b	Declaration of Conflict(s) of Interest	None;		
1c	Updates	None;		

2. BUSINESS ARISING				
	Item	Discussion	Decision	Action / By
2a	Approval of Agenda	MOTION: THAT the meeting agenda be approved as presented. 9-0 Vote in favour;	M: Heather S: Lisa, Caleb Carried	
2b	Minutes of Last Meeting	MOTION: THAT the minutes from the February 22, 2023 Board Meeting of the RTCC Board of Management be approved. Maggi and Ejay offered slight changes; 9-0 Vote in favour;	M: Heather S: Caleb, Lisa Carried	
2c	Business Arising			
3. CONSENT AGENDA MOTIONS / DECISIONS				
3	Approval of Consent Agenda	MOTION: THAT the Consent Agenda be approved. -0 Vote in favour;	M: Heather S: James Carried	
3a	Executive Director	John thanked Glenn and Colleen for filling in during his absence; John noted that the ten programmes currently directly delivered by RTCC is a significant increase from the Centre's past; John observed that there is a rise in agitation levels of service-users; John will speak with building partners, allies in the community and he'll check in with other AOCCs; mention was made of <u>Safe TO</u> and possible staff training opportunities;		

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3b	Manager, Strategic Initiatives Business Manager	See report attached; Glenn stated that the field work for the audit is continuing; there is concern about continuing delays with building renovations; the room needed for RAC Camp, Summer 2023, will likely not be ready so a contingency satellite location is being pursued; it is unlikely that the basement renovations will even be seriously started by September.		
3c	Committee Reports	<i>Finance Committee:</i> Caleb reports that work on the RTCC kitchen has been given the 'go ahead,' now that the year-end surplus has been confirmed; <u>MOTION:</u> THAT the RTCC Privacy Policy be approved as amended. 9-0 Vote in favour;	M: Ejay S: Ryan Carried	Caleb
4. TREASURER'S REPORT				
4a	Q4 Financials	Caleb stated that the \$55,000 surplus that RTCC is showing is in fact closer to a surplus of \$40,000; the kitchen renovation will cost \$27,000; Caleb and Glenn stated that RTCC's After School Programme is a major source of the surplus, dating back to the second half of 2022; Colleen pointed out that currently ASP is using two spaces at the Centre. If room rentals rise ASP may go back to using one space which will require a reduction in enrollment; the <u>Canadian Red Cross grant</u> , retroactive to October 2022, also helps with the surplus; Programmes at		Caleb, Glenn

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		RTCC are currently on an “even keel” and despite lower than normal room rentals and no fundraising, a “stable source of funds” currently exists at the Centre;		
4b	Motions	<p>It was mentioned that part of the revised financial policies is raising signing limits for board members by \$1,000 and allowing Executive staff to sign cheques destined for the City of Toronto and OMERS;</p> <p><u>MOTION:</u> THAT the RTCC Board accept the Q4 financial statements. 9-0 Vote in favour;</p> <p><u>MOTION:</u> THAT the RTCC Board accept the revised Financial Policies and Procedures. 9-0 Vote in favour;</p>	<p>M: Caleb S: Maggi Carried</p> <p>M: Martin S: Ryan Carried</p>	Caleb

5. BOARD NOMINATIONS				
5		Heather led a discussion about RTCC board nominations and procedures;		Heather, Martin, James;

6. STRATEGIC PLANNING

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John stated that the strategic planning process has identified two overarching priorities for the Centre, each with three pillars.

The first priority that has come out of the process is *Community Engagement*. This priority will be achieved by serving the community we live in, in three ways:

1. Direct programming;
2. Partnership/space provision;
3. Convening and connecting;

The second priority that came of the strategic planning process is strengthening/transforming RTCC's *Organizational Capacity*. This priority will be pursued in three ways:

1. Through modernizing/upgrading RTCC's systems and information technology;
2. Imbedding DEI in the culture of RTCC with concrete steps;
3. Laying a foundation for sustainable funding;

John C.

7. Policies Tabled				
7		<ul style="list-style-type: none"> • Board meeting policies and procedures; • Consent Agenda; • Nominations Policy and Procedures; • Risk Management; 		
8. GENERAL COMMUNITY UPDATES/NEWS				
8		<p>Caleb shared that one aspect of the Portlands project is to create a 'destination' playground on <u>Villiers Island</u>. Caleb will share a presentation regarding the site and he suggests that <u>SRCPC</u> may want to contribute to consultations regarding the proposed playground;</p> <p>Maggi highlighted the construction taking place at Jimmie Simpson Park relating to the Ontario Line;</p> <p>Ejay shared that the Community Connect Toronto Food Bank is taking appointments for families in need on Thursdays only;</p>		Caleb, Maggi, Ejay;

9 & 10. In Camera

<p>9/ 10</p>	<p>In Camera Session</p>	<p><u>MOTION:</u> THAT the in camera portion of the Board Meeting of the RTCC Board of Management commence. 9-0 Vote in favour;</p> <p><u>MOTION:</u> THAT the in camera portion of the Board Meeting of the RTCC Board of Management be adjourned. 9-0 Vote in favour;</p>	<p>M: Heather S: Maggi Carried</p> <p>M: James S: Martin Carried</p>	
<p>11</p>	<p><i>ADJOURNMENT</i></p>	<p><u>MOTION:</u> THAT the meeting be adjourned. 9-0 Vote in favour;</p>	<p>M: Heather S: Caleb Carried</p>	