

AIDS Committee of Ottawa Board of Directors Monthly Meeting
October 15, 2014
6:15 p.m. to 7:55 p.m.

Present: Gord Asmus, Khaled Salam, Sabrina Fabien, Mylan Ly, Laura Conroy, Jean Chenier, Richard Hubley, Irving Rosas-Brugada, Charles Anyali, Kevin Hall, Guest: Margo C.
Regrets: Caroline Meguerditchian, Soyini Cornette

MINUTES

1. Welcome and Check-in: Meeting called to order at 6:15pm.

- Introducing Sabrina to all Board members

2. Approval of Agenda:

- Motion to approve: Mylan; Seconded: Jean. All in Favour. Passed.

3. Approval of September 10 minutes with changes:

- Motion to approve: Kevin Hall; Seconded: Richard. All in Favour. Passed.

4. Executive Director Report - Khaled

4 a). Update on the move

- Construction began yesterday (October 14, 2014) at the new ACO building on 19 Main St.
- The timeline is subject to change, but all renovations should be complete by the week of November 11. ACO hopes to open at its new location on December 1 for World AIDS Day.
- In early November, we will send out a communication piece of our closed day at the Bank St. location and our re-opening day on Main St.
- Khaled will be talking to City of Ottawa officials about the possibility of re-routing the bus route for ACO members who take public transportation. The closest bus stop is 1.5 blocks away from 19 Main St. and many people have accessibility issues that would make it difficult for them to get to the new location.

4 b). Approval of budget for 19 Main St. renovations

- Our contractor, Ron Roedig, from Building Insites has sent us a revised budget of \$146, 479.19 (not including HST) for the cost of the construction and fit-up for 19 Main St. Our board had previously approved \$100, 000.00, and our landlord at 19 Main St. is providing us with 5 months of base free rent totalling \$35,000.00, all of which will go towards the cost of the construction and fit-up. We are therefore looking at an additional \$11, 479.19 that the board

has to approve for the cost of the construction and fit-up based on our contractor's most recent revised budget.

- Motion to approve: Jean; Seconded: Richard. All in favour. Passed.

4 c). Media release

- In the past year, ACO has been working with the Ottawa Police Services (OPS) and we have put together a working group. When David Snoddy of the OPS was aware that an individual living with HIV had been arrested, he consulted with the ACO before a media release was put out. ACO was able to help write the OPS media release without mentioning the accused HIV status to avoid further criminalizing the illness.

4 d). ACO strategic planning

- Khaled met with Beth Jordan of Adobe Consulting Services to help us with ACO strategic planning. ACO will be putting together a strategic planning committee with seven people including board members, staff and ED.
- Send Khaled and Gord an email if you are interested in joining the committee. The first meeting will be in January 2015 to April 2015.
- Beth will send out a start-up kit prior to the first meeting.

4 e). Report back from ED retreat

- Khaled has been out of town representing ACO at the OAN ED retreat in Muskoka, Joanne Lush from the AIDS Bureau was also there to present on funding.
- Joanne's presentation informed attendees that the AIDS Bureau will require that all AIDS organizations have a position statement on disclosure of HIV/AIDS status by April 2016.
- Joanne will also look into providing resources for organizations like ours and if the AIDS Bureau can help us with funding for the move.

5. Finance Committee

- Our advertising budget has gone over, this is mostly due to all the Charity Village postings. We are now fully staffed though.

6. By-law/Policy Committee

- Board members to send Richard feedback on the prioritization of policies and statements.

7. Committees

- Laura to type up members on all committees.
- Irving and Sabrina to sign up for committees.
- Anniversary committee needs to set up a date for its first meeting.
- Finance committee must meet at least twice a year.

8. Board hours

- 1078 hours collectively, year to date (April 1, 2014 – present).

9. Other business

- ACO will be a vendor at Mr Leather Ottawa on November 7, 8, 9, 2014

Meeting adjournment at 7:55pm: Richard