

**Meeting Minutes:** April 11, 2012 Board of Directors Meeting

**Time:** 5:30pm

**Present:** Gord, Kevin RH, Kevin AH, Alan, Melissa, Khaled, Jean, Ashley, Khaled

**Regrets:** Soyini, Joseph, Anu, Charles

On Leave: Norine

Guests: Heather (staff), Fred (staff)

- **Street Sweeps presentation - Please see attached document! (Appendix A)**
  - o We were given the presentation because we requested more information before supporting future injunctions.
  - o Fred & Heather (members of the ACO Women & HIV Prevention Program) gave the presentation.
  - o Discussed unknown liabilities and lack of information
  - o They asked ‘if something happens can we have your support?’
  - o Fred & Heather offered to look into various ways that board members can support this cause – ie. Having an option to support their cause but not have your name appear on an injunction or other legal document, donation of money, etc.
  - o It was decided that ACO will continue to work on this issue from an advocacy perspective
  - o If questions arise, please feel free to contact Khaled, Fred or Heather
  - o Khaled will be incorporating updates on this issue in his monthly reports, and Fred & Heather will be brought in to speak to the board when urgent matters arise
  
- **Approval of the Agenda**
  - o Alan Approves, KAH Seconds, All in favor
- **Approval of March 14<sup>th</sup> Minutes**
  - o KRH Approves, KAH Seconds, All in favor
- **Executive Director Report - Please see attached document! (Appendix B)**
  - o Khaled explained that ACO wants employees to feel appreciated and happy while at work, and that ACO cares about the health and wellness of the staff
  - o *The Board/Staff Event will be held on Wednesday May 16<sup>th</sup> from 5pm-7pm in the Living Room at ACO*
  - o Gord to send out at separate notice to remind everybody about this event
  - o Event to be catered
- **Executive Committee Report**
  - o Gord had first meeting with OODP and it was very successful
  - o Gord and KRH will be attending chair and vice chair training next week in Toronto put on by the OAN

- *Opening Doors conference is coming up at the beginning of May, application at ACO office and need to be submitted by April 20<sup>th</sup>*
- June Board Meeting, Gord will not be in attendance, is it possible to move this as it is right before the AGM?
  - *Meeting to be moved to June the 6<sup>th</sup> so that Gord will be in attendance*
- Khaled will not be in attendance during our quarterly meeting and Gord will present on his behalf
- **Finance Committee**
  - Treasurer is absent – carried to the next meeting
- **Nominations Committee**
  - Received 4 applications, two showed, one cancelled and one we have not heard from
  - Meeting third applicant soon, once all meetings conducted recommendations will be presented to board
  - Anybody who would like to renew their board position please contact Gord or KAH

**6:45pm in Camera**

**6:50pm out of Camera**

- **Policy Committee**
  - Policy Committee held their first meeting which was successful
  - They are currently working on the ACO Accessibility Policy, Pet Policy and By-Law Project
  - It was determined that at quarterly meeting members interested in sitting on the policy committee will be asked to contact Melissa
- **Liaison Committee**
  - KAH asked if there was any sense with participants if this is a good idea or not?
    - Have not received feedback about that
    - Have received complaints about programming and operational stuff, not specifically policy or governance related stuff
    - Posters to be changed for next month
- **Meetings Organization Committee**
  - Everything is all done and ready
  - Received four letters of notice back
  - We have English and French copies of bylaws at office already
  - At the beginning of the quarterly meeting we will ask if somebody is comfortable translating for members
  - The board is to look into removing quarterly meetings from the by-laws

- Quarterly meetings were added to the by-laws during a time when board communication was bad with the membership, the by-law was a result of a demand from the membership
  - Board to determine if we should move quarterly meetings from by-laws to policy or procedure
    - We will ask members at the next quarterly for their approval to make this change
  - Board meetings are open to membership if they choose to come - this should be mentioned at the quarterly!
- **Reporting Board Members Hours**
- All hours have been reported
    - The total number of board hours is 727 for the six month period ending March 31, 2012. Please note that this does not include hours for members who have left the Board or who are on leave.
- **Other Business**
- Khaled to register skills of various languages speakers to help with translation, especially at the AGM
  - Business cards have been ordered, KAH will be emailing the policy to Melissa within the next few weeks
    - Policy to be presented to the Board during the next meeting for approval
  - Ashley was wondering why we don't have fundraising events to raise awareness in the city?
    - We did have them, ie. Stage for Aids – held at the NAC
    - Exposure was fantastic
    - It was stopped 9 or 10 years ago
    - Did bring in money but not a very much return
    - We also don't have a paid position for a fundraiser currently which is much needed
    - There are different events where we are very visible, AIDS walk etc.
    - The book that they made was very successful – ppl living with AIDS
    - We are lucky to have core funding that keeps our head above water

Approved May 9, 2012