

**AIDS Committee of Ottawa Board of Directors Monthly Meeting**  
**May 9, 2012**  
**5:40 p.m. to 7:30 p.m.**

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**Present:** Gord Asmus, Kevin R. Hatt (KRH), Kevin A. Hall(KAH), Anu Sharma, Charles Anyali, Jean Chenier, Joseph Jacques, Alan Chafe and Soyini Cornette  
**Regrets:** Ashley Gaskell and Khaled Salam  
**Absent:** Melissa Nesrallah  
**Leave:** Norine Naguib  
**Guests:** Richard Hubley, Caleb Chepesiuk, Chris Hason and Fred Chabot

**MINUTES**

- 1. Welcome and Check-in**
- 2. Presentation by Caleb Chepesiuk on the Harm Reduction Program**
- 3. Approval of Agenda**
  - Motion: Joe. Seconded: Alan. Passed.
- 4. Approval of April 11<sup>th</sup> Minutes**
  - One change required, correct references to KRH and KAH
  - Motion: Alan. Seconded: Jean. Passed.
- 5. Executive Committee Report – Gord**
  - Nothing to Report.
- 6. Executive Director Report – No ED Report Khaled not present**
- 7. Finance Committee Report – Anu**
  - Nothing to Report.
- 8. Nominations Committee Report – KRH**
  - One person remaining to be interviewed, interview to take place within the next week. KRH has heard from everyone on the Board up for re-election.
- 9. Bylaw/Policy Committee Report – Melissa (Chair) absent**
  - Richard: We have been reviewing the Accessibility and Pet Policy
- 10. Board Liaison Committee Report - Jean**
  - Nothing to Report.
- 11. AGM – June 20, 2012**
  - Gord: We have to have everything in order by the end of May. The venue is booked but we need to prepare the agenda.
  - Gord suggested that we have a presentation in addition to the normal business meeting since this is the year of GIPA and MIPA. Lynn Coipe's name was suggested as a presenter and she is available the day of the AGM.
  - Anu wanted to know whether we would have a translator present and Gord and Joe agreed that we will. Joe to look into finding a translator and will contact students from Ottawa U that are either training to become translators or are working in the Law program. Joe will follow up with KAH and Jean to let them know if he is able to find someone.
  - Jean noted that letters will be mailed out at the end of the month.

- Alan to assist by finding someone to translate the letter to French. KAH will forward letter to Alan who will send translated letter back to KAH and Jean.
- Soyini to make up draft agenda and send to everyone for feedback. Gord to send Soyini last year's agenda for AGM 2.0.

#### **12. Other Business**

- Business Cards – KAH submitted policy for Board of Directors Business Cards. Policy was adjusted and approved. Motion: Joe. Seconded: Alan. Passed. Business cards were distributed to Board Members.
- Board Meeting Evaluation Form – Gord distributed an evaluation form and asked all Board members to complete and return.
- Kathleen's Cummings – Jean asked when Kathleen will be returning to work and Gord explained that her tentative day to return in July 1, 2012 but it may be sooner.
- In Camera – The Board was In Camera from 7:22 p.m. to 7:30 p.m.

#### **13. Adjournment**

- Motion: Joe.