

Aids Committee of Ottawa  
Board of Directors Meeting  
Wednesday, March 13, 2013  
6:00 PM  
Minutes

Meeting chaired by: Gord Asmus

Minutes taken by: Julie Cousineau (ACO Volunteer) & Jean Chenier

Present: Gord Asmus, Kevin Hatt (KRH), Richard Hubley, Soyini Cornette, Kevin Hall (KAH), Jean Chenier,  
Laura Conroy, Emily Field, Charles Anyali, Benjamin Segobaetso,  
Khaled Salam, Julie Cousineau

Regrets: Ashley Gaskell

Absent: Maria Clara Arnone

Guests: Thomas Martin, Randolph Shannon, Ian (Media Style)

Approval of Agenda: Motion: Richard, Second: Emily, All in favour, carried.

Approval of Feb. 13, 2013 Minutes: Motion: Jean, Second: Soyini, All in favour, carried.

Executive Committee Report (Gord): Gord reported that the Board had received a complaint from a staff member against the Acting ED (To be followed up "In Camera". Finishing up work on Executive Director Job Description, as well as contract for Acting Ed.

Acting ED's report (Khaled): see attached

Guests, Randolph Shannon & Thomas Martin asked to address the Board on two issues.

1) Randolph informed the Board of funds (approx. \$750) that is available to agencies that were involved in "TTOA (Turning To One Another)" for honariums to PHA's that facilitate programs. Randolph reported that this money needs to be used by fiscal year end (March 31). He would like to see a policy in place that would direct how such money should be used. KAH volunteered to check with other ASO's on how they were using this money and report back to Kahled. Gord stated that with the tight timeline a policy would not be possible. Khaled stated that he would figure out how to use this money without a policy in place.

2) Thomas & Randolph spoke to the Board on the issue of “Scents”. The Board was informed that several participants have sensitivities and allergies to manufactured (non-natural) scents and therefore have difficulty, and sometimes are unable, to access services. They also stated that they would like to see a Policy in place. Thomas also informed the Board that he has a “Human Rights” complaint ready to be filed. Randolph stated that he was contemplating informing the Ministry of Health on the situation. Gord responded that the Exec Committee has been studying this issue and has decided that at this time rather than introduce a Policy that they would like to introduce an “Awareness Campaign” due to the fact that it would be better to educate people on the issue rather than order them to do something. Khaled has been asked to implement this as it is an operational issue. Khaled reported that we can expect to see posters around the Agency shortly. Gord shared an image of a poster and explained that this is the type of poster that can be expected. Thomas asked “How long will we test the campaign”? Gord responded. “Not for months and months. If it becomes clear that this approach is not working a policy would be implemented.” There was a general consensus around the table that this was the preferred approach. Emily offered to help design a pamphlet on the subject. KRH mentioned that this should be part of the upcoming “Respect Campaign”.

Presentation from Media Style: Ian made a power point presentation on behalf of Media Style (See attached). There were many positive comments and the general concensus was that the Board was excited with Media Styles ideas.

Nominations Committee (KRH): KRH confirmed the membership of the Nominations Committee. He then suggested several dates for a day long Board training. None of the dates worked and KRH agreed to check with the facilitator and check back, via email, with other possible dates. KRH also reminded Board Members of the possibility of mentoring each other. It was suggested that we do this individually rather than make a public declaration. It was also noted that this has been happening privately.

Finance Committee (Richard): Richard presented the monthly financial report and stated that things are right where they should be. He also reported that a further \$500. had been received from the Ottawa Police Services Liaison Committee. Gord also reported that \$910. Had been raised at a fundraiser on March 2 (Punk Covers 8) for the “Tool Shed. A big “Thank You” to both organizations.

Board Liaison Committee (Jean): A meeting was held in the Living Room with Kahled in attendance. Jean reported that the only concern to report was to do with “Scents” and the lack of a Policy or Guidelines being in place. Khaled reported that he has begun to look forward to these meetings rather than feeling apprehensive about them

Board Hours: Gord thanked everybody for submitting their hours. The total hours volunteered on Board business for the month of Feb. 2013 was 104.5

Space Survey (Laura): Laura presented the results of the “Space Survey” (see attached). It was very clear that respondents preferred that we renovate rather than move. It was noted that should we decide to move that we remain in the same area. A discussion took place with the outcome being a motion directing Kahled to approach the Landlord. Motion made by KAH and seconded by Charles: To authorize Khaled to ask the Landlord to upgrade the electrical system on the 7th floor of 251 Bank St. to “current

standards”. As well to ask if he would be willing to offer some months with reduced rent to offset the cost of renovating. In return ACO would sign a ten year lease. All in Favour, Carried. A discussion was also had on renovating the space to look more modern. An example could be found on the second as well as the fifth floor at 251 Bank St. It was agreed that such a renovation would cost in the area of \$100,000 - \$200,000.

Newsletter: Laura agreed to begin producing an article for the monthly ACO newsletter. This is to continue on a regular basis as a way to facilitate communication from the Board to the Membership, Participants, and staff as well as to other stakeholders.

In Camera: Went in camera at 8:35 pm. Left In Camera at 8:45 pm

After the “In Camera” session a motion was made.

Motion made by KAH and seconded by Charles: Motion made to Authorize Khaled to purchase additional medical benefits from our insurance provider to raise the prescription coverage to “100% unlimited “. With a maximum additional cost of \$150. per month. All in favour carried.

Motion to adjourn: Laura

Adjourned: 9 pm