

AIDS COMMITTEE OF OTTAWA

Board of Directors Meeting

Wednesday, February 13, 2013

5:30 pm

DRAFT MINUTES

Meeting chaired by: Gord Asmus

Minutes taken by: Julie Cousineau (ACO Volunteer)

Present: Askley Gaskell, Kevin, Hatt (KRH), Charles Anyali, Gord Asmus, Jean Chenier, Richard Hubley, Soyini Cornette, Khalid Salem, Julie Cousineau

Regrets: Kevin R. Hatt, Emily field, Laura Conroy

Approval of Agenda: Motion: Soyini, Second: Jean, All in favour, Carried.

Approval of January 9, 2013: Motion: Charles, Second: Ashley. All in favour, Carried.

Executive Committee Report: Safety Audit has been distributed to all. March is the timeline for the Acting Director job description.

Acting ED's Report: Consultations with legal counsel for the purpose of the meeting.

Union negotiations: January 30-31st Back to the bargaining table. This was approved by the Executive Committee. Tabled financial agreements. Counter approval was not negotiable. Reconciliation officers were appointed but do not have any authority. March 31st parameters will be different. Quarterly meeting will be attached to the minutes. City of Ottawa 2013 was submitted by Brenda Denault, Funding Consultant. Three year agreement to be reviewed. 2% cost of living expenses included. Aids Bureau 2013-14 submission is due by end of March. Letters to staff informing them of developments.

Nominations Committee Report: March 24th will be the “10 Oaks Bowl-a-thon”.

Board Training/Mentoring: “Shadowing” was suggested for the six new members. Board members should consider “mentor”ship. Seven need another orientation in September. Staff/board members should have joint orientation.

Board/Staff Social: This should follow the orientation after the June Annual General Meeting.

Finance Committee Report as of January 31st: Audit will be released and reviewed. Membership stands at 116%. Audit line is prepaid for next fiscal year (83.6% of the budget). Distributed for review by Kevin.

Bylaw/Policy Committee Report: Guidelines will be developed.

Board Liaison Committee Report: Jean provided an update. AGM and Quarterly meetings should be bilingual.

Board Hours: 163 hours for the month of January 2013. Good response to the questionnaire.

Move: Khalid met with property management to deal with outstanding maintenance and security issues.

OTHER BUSINESS

Move Board Meeting to 6:00 pm: It was agreed to move Board of Directors meeting from 5:30 pm to 6:00 pm.

Newsletter: Laura absent. Move this item to next agenda. There should be a “Board Update” in future issues.

Next Quarterly and AGM dates: Sign off on OAN/Ontario Court issue. Khalid to speak to Rick. Proposed date for AGM is Wednesday, June 26 at 6:00 pm.

Rights and Responsibilities Document: Rolled out Rights and Responsibilities Report. Will be reviewed in upcoming months.

Safety Audit: It was suggested that ACO form a committee based on the report. Draft is due on March 19th, 2013. Action: Jean, Clara, Soyini and Khalid.

New Business: Received email le BRA (Bureau regionale du SIDA). They are very supportive.

Adjournment: 7:05 pm.

Next Meeting: March 14, 2013 at 6:00 pm