AIDS Committee of Ottawa Board of Directors Monthly Meeting June 12, 2013

6:00 p.m. to 8:30 p.m.

Present: Gord Asmus, Kevin R. Hatt (KRH), Kevin A. Hall (KAH), Charles

Anyali, Jean Chenier, Khaled Salam, Richard Hubley and Soyini

Cornette

Regrets: Laura Conroy Absent: Ashley Gaskell

MINUTES

1. Approval of Agenda

Motion: Soyini. Seconded: Richard. Carried.

2. Approval of May 8th Minutes

Motion: Charles. Seconded: Jean. Carried.

3. Approval of June 4th Minutes with minor changes

Motion: KAH. Seconded: Jean. Carried.

4. Executive Committee Report - Gord

- Decided to create a Membership Secretary position to alleviate some of the Secretary's work, Jean is now the Membership Secretary to work with Soyini
- AGM Prep"
 - The logistics for the candle lighting ceremony and the flower ceremony are almost complete. The Flower ceremony will either take place at the Human Rights Monument or Strathcona Park, where they will be placed in the river.
 - A flower company is willing to donate all the flowers for the event, Khaled to email KRH a final number after confirming the capacity of the room at the YMCA.
 - Some board members will be there by 5 p.m.
 - Gord would like for Khaled to take care of organizing a poster size printout of the Ontario Accord for the AGM.
- The July Board Meeting is postponed until July 31st and there will not be an August Board Meeting or Executive Committee Meeting.
- The Board Retreat will take place the weekend of July 27th and 28th, depending on how the meeting goes and how many Board members participate the July 31st Board Meeting may be cancelled.
- 5. Executive Director Report Khaled
 - HR Updates:

- Stas Tikhonov was hired as Men's Outreach Worker, formerly occupied by Michael Burtch who resigned.
- Nick Valela, the Gay Men's Health and Wellness Coordinator will be leaving ACO to take up a position at the Module G at the Ottawa Hospital. His position has been posted, and Nick will assist with the hiring of a replacement and training.

Safety Audit:

 The AIDS Bureau requested a follow-up report to the safety audit that was completed and submitted on May 15, 2013. A copy was provided to the Board Chair.

Financial Audit:

 We have successfully completed the financial audit and the 2012-2013 financial statements have been sent to the membership in preparation of the June 26, 2013 AGM.

Davis Colbeck fundraiser:

 ACO teamed up with Bruce House for a joint fundraiser on June 4, 2013 in memory of Davis Colbeck. All proceeds will be divided evenly between the two organizations towards a quilting program in Davis's legacy.

Performance Evaluations

- The Management team is currently conducting performance evaluations.
- Board in Camera from 7:00 p.m. to 7:18 p.m.
- Media Style:
 - On June 5, 2013 Media Style provided training to staff and select board members on media training. They will also have a short presentation at the AGM.

6. Nominations Committee Report - KRH

- Seven people submitted Board applications and six showed up for their interview.
- The nominations committee recommends that one person, Luc Parisien, be brought on to the Board now, while two others, Greg Whitelock and Caroline Meguerditchian, will be put on the slate for the AGM.
- The other three individuals, Mylan Ly, Irving Ulises Rosas Brugada and Hesham Abdalla also qualified for the Board and will be placed on the Reserve List.
- Motion to appoint Luc Parisien to the Board. Motion: KRH. Seconded: KAH. All in Favour. Carried.

 All those on the slate at the AGM will have to prepare something brief to present to the membership.

7. Finance Committee Report - Richard

- Richard presented the June Financial Report to the Board
- Elysia to send electronic copy of the financial report to Richard every month
- Khaled, Elysia and Suzanne will sit down soon to work on the internal budget
- "Live Good Feel Good" will be added to the financial report
- Khaled will bring forth the internal budget for the 2013-2014 fiscal year at the July Board Meeting.
- Motion to approve the Financial Report. Motion: KAH. Seconded: KRH. All in Favour. Carried.

8. Bylaw/Policy Committee Report - Richard

Nothing to Report.

9. Board Liaison Committee Report - Jean

- Nothing to Report.
- **10. Board Hours** (all hours are now collected)

11. Endorsement of the Ontario Accord - Gord

- Gord would like for the ACO to endorse the OAN Ontario Accord.
- Motion for the ACO to officially endorse the Ontario Accord. Motion: Jean. Seconded: Chares. All in Favour. Carried.
- We will need to inform Rick at the OAN that we have endorsed the Accord.
- Once endorsed the OAN asks agencies to reflect the implementation of the Accord in their workplan.
- Khaled will look into whether we receive an official copy to sign off on.
- We will wait until we have our new logo before we submit it to the OAN to be placed on their website.

12. Other Business

- Nick has asked Gord to sign a letter to the Ottawa Hospital to encourage them to do anal screening for gay men and we have received a response from the hospital. Please see attached letter.
- KAH is looking for approval from the Board to solicit in-kind goods and services for the design of the living in our new space.
 - Such as approaching the RBS or other banks to sponsor the Living room (i.e. paying for furniture).
 - Richard wanted to know if there is a list of organizations that are known to support ASOs.

- Khaled recommended that we contact our Branch Manager at the RBC to see who we will need to approach regarding the sponsoring of the Living Room.
- Kahled will write a letter to KAH to give him permission to solicit businesses for donations on behalf of ACO
- We will also follow Bruce House's approach where they had someone come in and design their room and printed a book for purchase.
- Motion to give KAH authorization to solicit donations on behalf of the ACO for our upcoming move. Motion: KRH. Seconded: Jean. All in Favour. Carried.

13. Adjournment

Motion: KRH.

Date Approved:	July 27, 2013
Signature:	