

AIDS Committee of Ottawa Board of Directors Monthly Meeting
April 15, 2015
6:11 p.m. to 7:30 p.m.

Present: Gord Asmus, Kevin Hatt, Kevin Hall, Jean Chenier, Richard Hubley, Khaled Salam, Lauren Kennedy and Soyini Cornette

Regrets: Mylan Ly and Laura Conroy

On Leave: Charles Anyali and Irving Rosas-Brugada

MINUTES:

1. Welcome and Check-in: 6:11 p.m.
2. Approval of Agenda with addition under "Other Business":
 - Motion: Richard Seconded: Lauren
3. Approval of March Minutes with changes:
 - Motion: Soyini Seconded: Jean
4. Executive Committee Report: Gord
 - Sabrina has resigned from the Board and will not be doing the second part of the Trans Workshop at the Board training May 2, 2015.
5. Executive Director Report: Khaled
 - HR Update:
 - The Living Room Support Worker position was filled by Mathieu L'Heureux
 - Rob Alexander's position was posted for a 6 month contract, interviews begun today and the hiring process should be complete by the end of next week
 - Two peer positions (6 weeks) for Totally Outright were filled using the funding from the Community Foundation of Ottawa
 - This Saturday, April 17, 2015, is the staff/board Strategic Planning Meeting
 - Meeting starts at 9:30
 - Lunch will be provided
 - Discussion paper to be shared with board members tomorrow
 - Those on the Strategic Planning Committee have already reviewed the discussion paper
 - The discussion paper will help facilitate discussions on Saturday
 - Ash and Bloom Concert
 - The concert was a great success
 - It was intended to promote ACO more than a fundraiser by getting ACO's name out there

- It is part of enhancing ACO's public image and profile as well as rebranding ourselves
 - It was a great opportunity for building relationships with community businesses
 - We have received really positive feedback on the concert itself
 - The entire concert was filmed and the video will be used to populate our new/upcoming YouTube page
 - Other ASOs have called to say that they heard about the event
 - Would be nice to have something similar to Stage for AIDS, a fundraiser at the NAC
 - A singer/songwriter by the name of Glenn Noutio contacted ACO and is coming to Ottawa with Jeffery Straker and would like to talk about working with ACO
 - Settlement Update
 - ACO's offer for \$19,000 was accepted
 - ACO received two cheques one from Cushman and Wakefield and the other from Agellan
 - The statement will be posted on ACO's website for 1 year
 - What's happening in the next few weeks:
 - GMSH Annual Symposium next Monday and Tuesday
 - OCHART stats are due at the end of the month
 - Need to finish up year-end reports
 - Board workshop May 2
 - The financial audit starts May 25
 - Unionized ASO workshop in May through OPRAH
 - Doors Open Ottawa June 6-7, 2015
 - Current location:
 - The parking lot will be paved in the coming weeks
 - The ramp and the green brick will be painted
 - The outside of the windows will be washed
 - A volunteer will be planting a flower garden, and will also plant various herbs
 - Gord found a gas bar-b-q for ACO for \$100
6. Nominations Committee Report: Kevin Hatt
- Sabrina has resigned
 - Leslie is posting the notice for volunteers to join the Board
 - It will also be posted in the newsletter

- Tried to contact the person on the reserve list but have not heard back from them
 - Lauren Kennedy has joined the Board
7. Finance Committee Report: Richard / Khaled
- Not everything has been fully reconciled, it will be done in time for the May Board Meeting
 - A complete final picture of the budget will be ready for the May meeting as well
8. Bylaw/Policy Committee Report: Richard
- A suggestion was made that the *Complaints Policy and Procedures for the AIDS Committee of Ottawa* be revised and rewritten to include:
 - Complaints against board members are discussed “in-camera” and will go to the Executive Committee
 - Consequences for accusations without merit
9. Board Liaison Committee Report: Jean
- Nothing to Report
10. Other Committees:
- Nothing to Report
11. Board Hours: 1926 hours for the last fiscal year (April 1, 2014 to March 31, 2015). March hours were 114
12. Other Business:
- Anniversary / Book Proposal
 - The Book Committee has met 5 to 6 times in the past few months
 - The Board members on the Book Committee are Richard, Jean, Kevin Hatt, and Gord
 - A company, Skylarc Pictures has made a pitch to the Committee
 - Skylarc Picture referred the Committee to Watersource Creative since they are a publishing company
 - James from Watersource came to Ottawa from Toronto to meet with the Committee
 - The Committee is thinking of having a coffee table book of the HIV/AIDS Movement in Ottawa over the last 30 years
 - Watersource and Skylarc presented a proposal for a hard copy and digital book to the Committee, the digital book would have its own website so that it can generate funds on an ongoing basis
 - Budget considerations: Book; launch of the Strategic Plan by Beth of Adobe Consulting; and the cost of the September 19, 2015 event
 - The event needs to be a classy affair since the perception of ACO is starting to change – so we need to invest in a decent venue and provide

people with a good meal and board and staff members don't have to serve

- Khaled needs to know what the budgetary constraints are and the maximum that he can spend on everything related to the 30th Anniversary
 - Soyini suggested that we look into how much other companies would charge for the book to make sure that we are getting the best deal
 - Kevin Hall pointed out that we need to be able to have a way to register for the event and estimate the cost of a plate/per person
 - Khaled is expecting anywhere from 100 to 200 people will attend the event
 - Kevin Hall and Lauren will look into the cost of City Hall
 - Motion to approve \$50,000 for Khaled to start negotiations for the Anniversary celebration event, the development of the book, the launch of the Strategic Plan, and the actual event with the expectation that Khaled will come back to the Board in the future when he needs more money
- Motion: Soyini Seconded: Kevin Hall
- Everyone is encouraged to be at the ACO board training day on May 2, 2015 so that they can listen to the proposal by the publishing company and contribute to making a decision on the proposal.

13. Adjournment: 7:30 p.m.

- Motion: Kevin Hall