

AIDS Committee of Ottawa Board of Directors Meeting Minutes: Wednesday, July 31, 2019

Present:

Bello Mansour, Khaled Salam, Jason Brophy, Brigitte Charbonneau, Vaughn Bauman, Ali Sougou, Agness Nalwamba, Edward Barbezat, Patrick Newton Bondo

Regrets (r) / Absent (a): Jeff Potts (r), Ahmed Habré (r), Dare Abdullahi (a), Solange Kasongo (a)

Bello called the meeting to order at 6:15 PM; **Quorum was met (8/12 board directors).**

1. Approval of agenda

MOVED by Brigitte and SECONDED by Vaughn that the agenda be approved, with the following amendment:

Motion CARRIED.

2. Peter presented the ACO Annual report, prepared in advance of the AGM in August.

- a. Highlights launch of ACB Health Zone, World AIDS Day ceremony with Federal Minister of Health's endorsement of the U=U campaign.
- b. Lots of student volunteers this year, lots of workshops by education & prevention team.
- c. Plan to highlight social media work

3. Approval of Board meeting minutes, 26 June 2019

MOVED by Agness and SECONDED by Ali that the minutes of 26 June 2018 be approved.

Motion CARRIED.

4. Committee Reporting

a. Executive Committee

Bello and Jason had a teleconference with the MOH Audit team earlier in July to complete the audit process regarding governance. There was some follow up email correspondence and now appears to be complete. The remainder of the financial aspects of the audit was completed with Khaled and Ray (accountant) over past couple of weeks.

b. Finance Committee

Jason circulated the year-to-date financial report as of 30 June 2019 and reviewed where we were at with our projected budget versus actual. Things are on track.

c. Nominations Committee

Brigitte indicated that there is nothing new to report at this time. The slate of candidates for the AGM was distributed this week in advance of AGM

d. Policy Committee

Jeff was not present. No updates to report from other committee members.

5. Executive Director's Report

Khaled's report highlighted the following:

- AGM planning: Happening on 21 August 2019 at ACO with BBQ prior to start of meeting. Invitation and documents (official notice of AGM 2019, AGM 2018 minutes, slate of candidates for election, etc) sent out. 5 of 6 current Board members completing their terms are standing for re-election (Bello, Brigitte, Solange, Agness, Jason) plus one new candidate Zara Fadoul Irobeye. If additional people want to stand for election at the AGM, they will be added to the slate.
- Expecting the completed MOH Audit Report in the next month, and we will need to respond to any outstanding issues once provided.
- City of Ottawa contribution agreement renewal will be completed by the end of August. Raised the issue of previous plan from 3 years ago to fundraise to have a reserve fund in case of emergency. This has not happened in the last couple of years, but will be prioritized for the fall after the AGM with plan to strike a fundraising committee after the September Board meeting.
- No Board meeting planned in August due to AGM happening mid-August. Next Board meeting set for Sept 18th.
- ACO and Bruce House Staff/Board Teams will have a meet-up on Saturday Sept. 14th at noon.
- Camp Snowy Owl has been run by Snowy Owl AIDS Foundation, with ACO supporting organization. The Snowy Owl AIDS Foundation will no longer be organizing the camp (as the leader Lise Turpin is retiring), but has asked ACO to take on the organization of the camp in summer 2020. Funds have already been raised from participation in Taste-For-Life fundraiser for 2020, so no significant commitment from ACO for next year. Khaled brought this to the Board for approval, but made it clear that committing beyond 2020 would only be possible if the fundraising status (e.g. transfer of the Taste-For-Life fundraising opportunity to ACO for the camp) is sorted out. While the details were not entirely clear, Khaled asked if the Board was comfortable with moving forward with this commitment in principle, and once all details were clear he would return to the Board to ask for formal motion of approval. The Board was comfortable with this idea in principle and will await details from further discussions with Snowy Owl AIDS Foundation.
- Khaled provided an update on the ongoing arbitration process with 2 former employees; it is yet to be resolved.

Next meeting(s):

- **Executive Committee**
Wednesday, August 19, 2019 at 4:00 PM.
- **ACO Board of Directors:**
Wednesday, Sept 18, 2019 (5:00 to 6:00 PM – dinner; 6:00 to 8:00 PM – Board meeting).

MOVED to adjourn (Brigitte) at 7:50 PM.