

## **AIDS Committee of Ottawa Board of Directors Meeting Minutes: Wednesday, October 15, 2019**

### **Present:**

Bello Mansour, Khaled Salam, Jason Brophy, Brigitte Charbonneau, Ali Sougou, Agness Nalwamba, Zara Fadoul, Edward Barbezat, Solange Kasongo

**Regrets (r) / Absent (a):** Jeff Potts (r), Patrick Newton Bondo (r), Vaughn Bauman (r), Dare Abdullahi (a)

Bello called the meeting to order at 6:30 PM; **Quorum was met (8/12 board directors).**

### **1. Welcome and Call to Order**

- By Bello
- Agenda amended to discuss board restructuring under other business

### **2. Approval of agenda**

MOVED by Agness and SECONDED by Brigitte that the agenda be approved.

**Motion CARRIED.**

### **3. Approval of September Board Meeting Minutes**

- Small changes made to September 2019 minutes. Brigitte moved to approve minutes, 2<sup>nd</sup> by Solange. All approved.

### **4. Committee Reporting**

- **Executive Committee**

Met last week – discussed the upcoming MOH Audit meeting with AIDS Bureau.

Accountant Ray met with Executive to review the financials in detail with Zara who is taking over as Treasurer.

- **Finance Committee**

Jason circulated the year-to-date financial report as of 30 September 2019 and reviewed where we were at with our projected budget versus actual. Things are on track, except over budget on Professional fees related to ongoing arbitration costs. Overall deficit of \$6K (not including depreciation) improved from last month.

- **Nominations Committee**

Brigitte indicated that there is nothing new to report at this time.

- **Policy Committee**

Jeff was not present. No updates to report from other committee members except expected to have significant policy work required in follow up to MOH Audit.

### **5. Executive Director's Report**

Khaled's report highlighted the following:

- AIDS Awareness Committee has formed and is actively planning for AIDS Awareness Week. Prioritizing to have one event for each priority population – ACB, PWUD, Indigenous, MSM, Women (event at ACB Health Zone; opioid; Aboriginal, self-testing kit session; online PrEP Clinic presentation, MSM session, Women's session and culminating with Parliament Hill ceremony on Sunday Dec 1<sup>st</sup>).
- Khaled to attend multiple events on behalf of ACO in upcoming weeks: GMSH summit next week; Opening Doors in Kingston; Ontario AIDS Network HIV Leadership Symposium
- An advertisement was added to the monthly newsletter to invite ACO members to join the Fundraising Committee – no one has yet applied. Thinking about some achievable goals such as Christmas Food

Hamper sponsorship in December. Want to look into “text to donate”. We will plan to have an initial meeting in early November - proposed for 13 November 2019 before next Board of Directors meeting.

- MOH AIDS Bureau meeting occurred this morning to discuss the AIDS Bureau Audit. Need to respond with an Action Plan for points raised in Audit by Nov 30<sup>th</sup>, 2019. In a nutshell, mostly internal policies for ACO management, repayment to AIDS Bureau for ineligible expenses, and some Board governance policy changes. Khaled will attempt to address the urgent matters that need to be address by Dec 31<sup>st</sup>, and then begin work on the rest in January 2020. One of the concerns raised in the meeting was our employee loan policy; discussed the potential plan to remove this policy and no longer offer this option. Khaled to

## 6. Other Business

- Restructuring of the Board – Bello officially stepped down from the Board Chair position but will remain on the Board. It was suggested that Bello remain involved with the Executive as Past Chair and as a signing authority for cheques due to need for having enough people available for cheque signing.
- Khaled left for the Board to vote on the Executive election.
- Agness motioned for Jason to become Board Chair. All in favour.
- Agness motioned for Zara to become Treasurer. All in favour.

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### Next meeting(s):

- **Executive Committee**  
Wednesday, November 13, 2019 at 4:00-5:00 PM.
- **Funding Committee**  
Wednesday, November 13, 2019 at 5:00-6:00 PM.
- **ACO Board of Directors:**  
Wednesday, November 13, 2019 at 6:00 to 8:00 PM.

**MOVED to adjourn (Brigitte) at 8:05PM.**