

**AIDS Committee of Ottawa
Board of Directors Meeting Minutes: Wednesday, October 27, 2021**

Present: Khaled Salam, Jason Brophy, Edward Barbezat, Dare Abdullahi, Brigitte Charbonneau, Sahazia Ouédraogo, Andrea Prajerová, Saina Beitari, Agness Nalwamba, Jeff Potts, Ray Hall (for financial reporting)

Regrets (r) / Absent (a): Ali Sougou (r), Zara Fadoul (r), Bello Mansour (r)

1. Welcome and Call to Order

Jason called this meeting to order at 6:07 PM; **Quorum was met.**

2. Approval of agenda

With minor changes, it was **MOVED** by Andrea and **SECONDED** by Brigitte that the agenda be approved. **Motion CARRIED.**

3. Financial Report

Jason opened the meeting with a land acknowledge and by recognizing the importance of National Truth and Reconciliation Day.

4. Approval of minutes

- **September 29, 2021**

With amendments noted, it was **MOVED** by Brigitte and **SECONDED** by Sahazia that the minutes of the September 29th meeting of the ACO Board of Directors be approved as amended. **Motion CARRIED.**

5. Financial report

Ray presented the financial report (as at September 30th) indicating the ACO's revenue and expenditures are on-track and reflective of what was anticipated half-way through this fiscal year. He noted that occupancy costs are slightly higher than anticipated but will be offset by an expected tax refund. He also reported that the professional fees will increase slightly because the 2nd invoice from the Auditors has not yet been received.

6. Board composition

Board members were advised that Solange has resigned her position on the ACO's Board of Directors. Sincere thanks were extended to Solange for her service to the Board. It was **MOVED** by Jeff and **SECONDED** by Agness that Saina be appointed to the ACO Board of Directors. **Motion CARRIED.** Welcome Saina!

7. Committee Reports:

- **Executive Committee**

Jason reported that the focus at the Executive Committee's last meeting was on the Board's composition. There was nothing else to report.

- **Finance Committee**

Given Ray's detailed report, there was no need for a report from the Finance Committee.

- **Nominations Committee**

There was nothing to report.

- **Policy Committee**

Jeff indicated that he would be convening a Policy Committee meeting in the coming weeks.

- **Executive Director's Report**

Khaled provided the following updates:

- Effective October 25th, Cynthia returns to her Living Room Support position, rehired after a competitive hiring process and four interviews.
- The Coordinator position was posted for the ACO's gender-based violence program funded by Women and Gender Equality (WAGE) Canada. This is a part-time position (17.5 hours per week).

- The HIV medication injection site at the ACO is now open.
- The “OCHART” report is due to the Ministry of Health by November 1st and will be submitted on time.
- The ACO is applying for a \$75,000 grant from Food Bank Canada’s 2021-2022 Emergency Food Security fund (to be expended by March 31, 2022).
- Planning for AIDS Awareness Week and World AIDS Day is underway and going well.
 - Online events will be offered starting November 24th, including one session dedicated to a film screening focused on women and gender-based violence.
 - All required permits were approved for an in-person flag-raising ceremony on Parliament Hill (starting at 10:00 on December 1st). Invitations will be sent to the Prime Minister, Members of Parliament, Ministers, and Senators.
 - From 12:00 to 3:00 on December 1st, the ACO will host a World AIDS Day ceremony and other performance/entertainment presentations at the National Arts Centre (4th Stage).
 - Presentations will include a film screening of “HIV made me fabulous”.

8. Other business:

- **AIDS 2022 (Montreal)**

There was much discussion regarding AIDS 2022, particularly around how to identify and maximize opportunities for ACO representation. Saina agreed to take a lead role in further investigating potential participation opportunities.

9. Next meeting(s) (to be convened by Zoom):

- **Executive Committee**
November 15, 2021, at 4:00 PM
- **ACO Board of Directors:**
November 24, 2021, at 6:00 PM

Jeff MOVED to adjourn at 7:27 PM.