

AIDS Committee of Ottawa Board of Directors Monthly Meeting
September 11, 2013
6:05 p.m. to 8:10 p.m.

Present: Gord Asmus, Kevin R. Hatt (KRH), Kevin A. Hall(KAH), Charles Anyali, Jean Chenier, Khaled Salam, Richard Hubley, Laura Conroy, Greg Whitelock, Luc Parisien and Soyini Cornette

Regrets: Mylan Ly and Ashley Gaskell

MINUTES

1. Approval of Agenda with change

- Change “Removal of Board Member” to “Resignation of Board Member”
- Motion: Jean. Seconded: KAH. Passed.

2. Approval of July 27th Minutes with changes

- Change spelling of Mylan’s last name from “Li” to “Ly”
- Add Rob’s last name – “Alexander”
- Motion: KRH. Seconded: Jean. All in Favour. Passed.

3. Plus ou Moins Conference Report – Gord, KAH and Jean

- Slideshow pictures taken at the conference was presented while the workshops attended were explained and key speakers were discussed.

4. Executive Committee Report – Gord

- Been busy emailing Le Bras to help organize the joint meeting.
- In regards to the Executive Director’s absence - found out that the insurance company will not pay past December 15, 2013 and that Kathleen should be ready to return to work at such time if she so chooses.

5. Executive Director Report – Khaled

- We had the Board Retreat in August which went very well.
- Joanne Lush from the AIDS Bureau came for a site visit and met with staff, the Acting ED and Board Members:
 - She had some specific areas of concern regarding the prevention team.
 - She has asked for some specific information which has been sent to her.
 - She will send a letter with her final report on the site visit.
- The total cost for the construction of the new place will be presented by the contractor on Monday.
- Pride was August 25th and it went very well, ACO’s float was well received.
- Khaled’s coaching with John Miller from the OODP for the past two years is almost over, the last meeting will be September 20th.
- ACO’s community funding with the City of Ottawa has been renewed for the next three years.
- MAC AIDS fund application process will be coming up soon and the report on the report on how the previous funding money was used is due in October.
- There will be a partnership with PTS for the creation of a men’s group.
- All staff are in the process of being trained in Non-Violent Crisis Intervention. All training will be completed before the end of September. Staff will also receive First Aid/CPR Training in October.
- HR Updates:

- Fred Chabot, the Women's Community Developed is back from maternity leave.
- There is a new student from Algonquin's Social Work Program that just started, Mike, who will be in three days a week until April 2014.
- ACO has officially endorsed the Community for Safer Consumption Site Campaign which is led by the Sandy Hill Community Centre.
- The AIDS walk is this Saturday at 7pm.
- Khaled will not be present at the October Board Meeting as he will be travelling for work.
- Salary Increase for Cory Wong as he takes on additional duties in the position of Acting Manager of Support Services until for as long as Khaled continues to act in the ED position or until the ED position has been filled permanently.
 - Motion for Cory Wong is to receive an increase in salary by \$5,141, for the duration of the Acting position of Manager of Support Services until the E.D. position is filled permanently. Motion: Jean. Seconded: Charles. All in Favour. Passed.

6. Nominations Committee Report – KRH

- Request for leave of absence by a Board Member – Gord
 - Mylan Ly has asked for a leave of absence until December as she is volunteering for an organization in Malawi to do research work related to HIV and AIDS.
 - She is available by email as needed.
 - Motion to grant Mylan Ly a leave of absence from the Board until December 11th. Motion: KAH. Seconded: Luc. All in Favour. Passed.
- Resignation of a Board Member: to be tabled until the October 9th Board Meeting.
- KRH will contact the next person on the Nomination Committee Reserve List in the meantime.

7. Finance Committee Report – Richard

- Presentation of the "Budget vs. Actual" Report from April 1, 2013 – August 31, 2013
- Presentation of the Internal Operating Budget to be approved by the Board.
- Motion to approve the Internal Operating Budget for 2013-2014 fiscal year. Motion: Richard. Seconded: Jean. All in favour. Passed.
- Khaled will have the 2013-2014 operating budget ready by the September Board meeting.
- The April 2, 2013 – July 25, 2013 finances (budget vs. actual) were presented.

8. Bylaw/Policy Committee Report – Richard

- Need to review the priorities set at the Board Retreat to see what needs to be worked on by the Committee.
- Need to contact people on the reserve list to see if they are available to join the Committee.

9. Board Liaison Committee Report – Jean and Luc

- The last meeting was the first evening meeting as requested at our AGM.
- There was not as many participants as during the day.
- Participants seem to be very pleased with the safety improvements at ACO.

- The next Quarterly Meeting will be October 23rd:
 - It will be informal without a set agenda.
 - Jean will prepare the Notice to be sent out.

10. Board Hours were provided to Soyini

11. Move

- Update on Fundraising – KAH
 - Waiting to hear back from Ikea and Corbeil.
 - Alexanian Carpets is willing to give us all the flooring we need at his cost:
 - We will need to send him the specifics of what we need.
 - He will give us two costs, one with the floors and having Alexanian install the floors or the cost of the flooring only.
- Open House: we should have an informal event in January and maybe a more formal event after.
- ACO should try to be part of Opening Doors Ottawa next May, it will be a good way to showcase our new space – Gord.
- Board attendance and participation was discussed.

12. Other Business

- Le Bras: 10 Board Members and six staff members will be attending the meeting this weekend and rides were arranged.

13. Adjournment

- Motion: Richard.

Date Approved: October 9, 2013

Signatures: _____ & _____