

## **AIDS Committee of Ottawa Board of Directors Meeting November 8<sup>th</sup>, 2017**

**Present:** Bello Mansour, Kevin Hall, Ahmed Habre, Gord Asmus, Brigitte Charbonneau, Richard Hubley, Cory Wong, Basimise Kabemba, Jean-Marie Vianney, Jason Brophy, Solange Kasongo

### **Meeting Called to Order at 6:20 PM**

#### **Requests Made to Add the Following Items to the Agenda:**

- Code of Conduct (Bello)
- Minutes on the Website (Kevin)
- Haoua to address board (Bello)
- Cheque Deposit (Brigitte)

Richard moves to approve amended agenda, seconded by Brigitte, all in favour, motion passes.

### **Code of Conduct is Discussed**

#### **Approval of October Minutes**

Gord moves to accept October minutes, seconded by Ahmed, all in favour, motion passes.

#### **Approval of Minutes from Post-AGM Board Meeting (August 31, 2017)**

Brigitte moves to approve minutes from post-AGM board meeting, seconded by Kevin

### **Exec Report (Bello)**

Clarification on the separation between Executive Committee providing the invitation for the non-voting position to attend and how the bylaw is written.

Discussion about having a non-voting position on the Exec Committee, however, due to Bylaw (5.14) this is not possible.

It is suggested that the opinion of a lawyer be sought in order to determine whether or not this practice will persist.

Brigitte raises motion, seconded by Kevin. Richard, Basimise and Jean-Marie abstain, all else in favour.

### **Minutes on the Website**

Lawyer flagged some things on the minutes that have to be put in camera, and be immediately removed from the website due to liability exposure.

The minutes for July and August have subsequently been taken down for review pending lawyer's advice.

It is suggested that we clarify on the website why the minutes have been removed and that they will be redacted and re-posted in the future.

Report on the meeting with the funders and the City of Ottawa.

### **Executive Director's Report**

- Discussed getting space at Parliament Hill with UNAIDS Director
- Etch pack training to start
- Hamper Day: Orders for 180 turkeys to be submitted
- Support worker position: reference check, final hiring stage
- Harm reduction worker position to be posted
- Funding application has been submitted to Mac AIDS
- Bello: Community forum is being organized in January instead of December.
- Kevin suggests using participant feedback surveys to inform the organization prior to community forum

### **Finance Reports (Jason)**

- No formal committee yet
- Arranged meetings with Suzanne and Cory to review how to best move forward.
- Creating a monthly review of financial activities
- Suzanne will prep a monthly review
- Come up with suggestions on how reports of the meeting can be generated in terms of sophistication
- Developing a preliminary budget that the board can review for the next board meeting
- Looking to put forward invitations for the committee to the members of the board

### **Nominations Committee**

Four individuals are interested in volunteering on the board or on various committees.

**A discussion takes place in reference to the Executive Director position.**

**Motion raised by Brigitte states that Khaled will be brought back in the role of Senior Advisor, at the equivalent salary level of the current Interim Executive Director, provisionally until such time that measures to mitigate risks as identified in the lawyer's report are put in place and implemented with board review after 3 months. The Motion is seconded by Ahmed, all are in favour with the exception of one abstention.**

