

AIDS Committee of Ottawa

Board of Directors Meeting Minutes: Wednesday, September 29, 2021

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

Regrets (r) / Absent (a): Ali Sougou (r), Zara Fadoul (a), Solange Kasongo (a), Bello Mansour (r), Agness Nalwamba (a)

1. Welcome and Call to Order

Jason called this meeting to order at 6:11 PM; **Quorum was met.**

2. Approval of agenda

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

3. Land Acknowledgment

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

4. Ice breaker

Jason facilitated an ice breaker, "Where do you want to go (assume that all COVID-related restrictions are behind us)."

5. Approval of minutes

- June 23, 2021

With minor amendments noted, it was **MOVED** by Jeff and **SECONDED** by Brigitte that the minutes of the June 23rd meeting of the ACO Board of Directors be approved as amended. **Motion CARRIED.**

- July 28, 2021

It was **MOVED** by Brigitte and **SECONDED** by Andrea that the minutes of the July 28th meeting of the ACO Board of Directors be approved as presented. **Motion CARRIED** (with one abstention).

6. Financial report

Ray presented the financial report indicating that anticipated funding is being received as expected and fundraising and donations appear to be going well. He noted that we are "on target and looking well" and should expect to see a small deficit (pre-depreciation) at year end.

7. Committee Reports:

- Executive Committee

There was nothing of note to report.

- Finance Committee

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

- Nominations Committee

The importance of a Board that is comprised of members who are actively engaged and committed was discussed, as was the importance of reliable attendance to Board meetings. There was no update from the Nominations Committee and, therefore, no need of a formal report.

- Policy Committee

Jeff (again) expressed sincere apologies for the absence of any meaningful engagement with/of the Policy Committee. While not to make excuses, he offered an explanation and committed to "get back on track" as soon as the pressures from his "day job" have eased up. Specifically, Jeff indicated that he has not lost sight of his (or the Committee's) obligation to present a proposed "Internal Directive" focused on the temporary replacement of the Executive Director in the event of an unexpected absence. He

committed to getting this done as soon as possible, in collaboration with members of the Policy Committee.

- **Executive Director's Report**

Khaled provided the following updates:

- The funding proposal submitted to the City of Ottawa Sustainability Fund (on September 23rd) was rejected. Khaled noted that 300+ organizations applied; only 95 submissions were approved sharing a total of \$25.8 million. He also highlighted that transition funding will be provided for 2022 (up to December 20th). Khaled and Ray met with City officials and were advised that the decision is final and not open to appeal.
- The ACO has secured \$30,000 through Gilead for community-based research focused on U=U.
- The ACO's grant application submitted to Employment and Social Development Canada was approved; a total of \$48,000 will cover costs associated with the purchase of an industrial fridge and freezer, technical equipment, and kitchen supplies.
- The ACO's funding application submitted to the Women and Gender Equality ("WAGE") funding program was approved. With a start-date of October 25, 2021, a total of \$248,000 will be expended to support a 30-month project focusing on gender violence and HIV vulnerability specifically for black women and girls.
- In partnership with ViiV and Medaxis, the ACO was approved as an injection site for HIV medication (to start within the next few weeks).
- By all accounts and with thanks to the entire ACO staff team, Khaled reported that all the ACO's Pride events were successful again this year.

8. Other business:

- **National Truth and Reconciliation Day**

Given the Government of Canada's recent proclamation of National Truth and Reconciliation Day, it was MOVED by Jeff and SECONDED by Edward that September 30th be added to the Vacation Leave and Overtime Policy as a paid statutory holiday. **Motion CARRIED.**

- **Mileage reimbursement**

It was MOVED by Brigitte and SECONDED by Andrea that the ACO's mileage reimbursement rate be changed to match the federal government's rate of \$0.57/km (from the current rate of \$0.40). **Motion CARRIED.**

- **Fundraising Retreat**

Jeff agreed to reach out to the fundraising consultant recommended by Maggi McLeod and will invite her to 1) meet with Khaled to discuss the ACO's specific needs and the consultant's proposed approach, and 2) attend the October Board meeting to meet everyone and to present a proposed approach to the retreat (to be scheduled).

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

- **Executive Committee**
October 18, 2021, at 4:30 PM
- **ACO Board of Directors:**
October 27, 2021, at 6:00 PM

Jeff MOVED to adjourn at 7:55 PM.