

Minutes
EAST TORONTO FAMILY COMMUNITY CENTRE
Board of Directors Meeting
September 18, 2017

All agenda items noted are open to the public, unless otherwise specified.

Present	Kerry Bowser, Morris Popowich, Susan McMurray, Akemi De Castro, Bev Wolfus, Wan Chin Cheong, Anita Roy Lauritsen, Jonathan Hypolite, Jennifer King and Kim McFadden
Regrets	Monica Delain, Joan Howard, Steve Dewar and Paula Fletcher

The meeting began at 6:40 pm. The meeting was chaired by Susan McMurray.

1.	Agenda	Agenda approved
2.	Conflicts of Interest	None declared
3.	Minutes	Motion to approve the minutes from the May 15, 2017 meeting. <ul style="list-style-type: none"> • Moved by Anita Roy Lauritsen and seconded by Akemi De Castro • Carried
4.	Executive Report	<ul style="list-style-type: none"> • Susan attended a consultation for Board Chairs put on by the City of Toronto regarding its Agency Governance Review. <p>Motion from the Executive Committee to appoint Susan McMurray as Chair, Akemi De Castro as Vice-Chair, Steve Dewar as Treasurer and Kim McFadden as Secretary.</p> <ul style="list-style-type: none"> • Moved by Anita Roy Lauritsen and seconded by Bev Wolfus • Carried
4.	Youth Report	<ul style="list-style-type: none"> • Summer activities included The Torch Club, The Young Men Integration Project, Piano Classes and The Summer Mural Arts Group • Recommendation from the Youth Committee for the Youth Office and the Youth Room to be renovated
5.	Food Security Programs	<p>Staff member Francois described Eastview's five programs for food access:</p> <ul style="list-style-type: none"> • <u>Two community garden sites</u> (north garden and south garden)- summer seasonal (May-Oct), 45 allotment plots, in partnership with TCHC • <u>Good Food Market</u>- summer seasonal, partnership with Riverdale Food Working Group, runs for 18 weeks on Wednesdays, a dozen volunteers and 1 paid staff, market serves 30-40 households • <u>Soup and Social</u>- winter seasonal, United Way Winter Relief Program, drop in meal and social space, \$6k funding for 12 weeks, TTC tokens and hospitality packs available, 8-15 participants per week (70 unique individuals served), 350 meals served • Food Bank Programs: <ul style="list-style-type: none"> i) <u>Food bank</u>- largest program, twice a week, serves families on Tuesdays and individuals on Thursdays, low barrier client-centred

		<p>programs, provides food to be taken away and a place to socialize in a safe space, distributed almost \$150k food from the Daily Bread (about 100,000 lbs.), Second Harvest distributed \$50k food (20,000 lbs.), served 419 unique households with 822 unique individuals in just over a 1 year period, 12 volunteers (over 2,500 hours of service), more space would be beneficial</p> <p>ii) <u>Food bank meal</u>- drop in basis, 2,500 meals served in the last year</p> <ul style="list-style-type: none"> • In terms of integration of Eastview’s programs, Francois is able to make immediate referrals to other Eastview services where appropriate for food service program participants.
6.	Financial Report	<ul style="list-style-type: none"> • Projection that we will end the year with a balanced budget
7.	Strategic Plan and 2017 Operational Plan	<ul style="list-style-type: none"> • Key achievements: kitchen renovations, facilities refresh (painting, murals, offices), maintaining a volunteer and donor database, Sizzling Summer Fun Fest, MOUs signed (TDSB, Permit Office, ROM), donor board, rights & responsibilities board, increase in social media followers • Actions still in progress: defining Eastview brand, staff knowledge re: external awareness/referrals, determining how to measure satisfaction rate
8.	HR & Policy Committee and Board Self-Assessment	<ul style="list-style-type: none"> • HR & Policy Committee described its workplan for the year. The Committee is meeting next week to begin its work, including several policies to be reviewed as requested by the City of Toronto • Board Self-Assessment Survey carried out in spring 2017: <ul style="list-style-type: none"> ○ Overall results were very positive- satisfied with the role of the Board and the skills represented, Board processes, financial management, relationship with ED and staff, schedule and timing of meetings ○ Areas to improve: more focus on fundraising, more regular reviews of by-laws and constitution, more information brought to Board about programs offered at Eastview ○ Response to the survey will be discussed at next Board meeting
9.	Marketing and Engagement Committee	<ul style="list-style-type: none"> • Sizzling Summer Fun Fest: evening event following the last day of camp celebration, 250 people attended the movie Sing, 500+ for the day, Twitter increased by 32, distributed 3,400 door hangers and 100 flyers. Food trucks, face painting, bouncy castles, entertainment went well, FB was more effective for marketing. Event had a net cost of \$300. • Paula Fletcher will investigate possibility of purchasing outdoor sound equipment and a screen for Eastview. Kerry will follow up • Marketing and Engagement Committee described its workplan for the year: Finalizing profile of the People of Eastview, fall food drive in local schools and businesses and starting to plan Winter Fest

10.	Making Jones-Boulton Intersection safer	<ul style="list-style-type: none"> Paula has put forward a community petition to install a stoplight at Jones and Boulton which is a dangerous crossing area for children and youth (7 schools within a kilometer) <p>Motion for the Board to write a letter to the City of Toronto about the traffic safety problems at Jones and Boulton.</p> <ul style="list-style-type: none"> Moved by Anita Roy Lauritsen and seconded by Akemi De Castro Carried Susan will prepare a draft and send to the Board to review before submitting.
11.	Adjournment	<ul style="list-style-type: none"> 8:45 pm

ADDITIONAL MOTION BY EMAIL

Motion for Eastview to contract with Cathy Mann and Associates according to the successful bid to develop effective fundraising strategies for Eastview.

- Moved by Moneca Delain and seconded by Anita Roy Lauritsen
- Carried by email on August 14, 2017

**EASTVIEW NEIGHBOURHOOD COMMUNITY CENTRE
Board/Committee of Management Meeting
September 18, 2017**

1.	Agenda	Approved by consent
2.	Conflict of interest	None declared
3.	Minutes	Minutes approved
4.	Executive Director's Report	<ul style="list-style-type: none"> Submitted funding proposal to the United Way for the Program Stream. Eastview is hosting a Westjet raffle. Only 600 tickets will be sold for \$10 each to have a chance to win two return tickets to anywhere Westjet flies. Board members are requested to sell tickets to family, neighbours and friends.
5.	Adjournment	8:50 pm

Approved By: _____ Date: _____