

BOARD OF DIRECTORS MEETING AGENDA		
Date: Tuesday, March 28, 2017	Time: 6:30 pm	
Location: 349 Ontario Street		
Chair: Mary Christie		
Agenda Item	Person Responsible	Time
1. Welcome and Introductions	Mary Christie	5
2. Finance Report a. Year to Date	Bob Gore/Leighton Taylor	30
3. Executive Director Report a. Housing Allowance RFP b. Risk Management Report	Liz Forestell	30
4. Committee Reports a. Syrian Refugee update	Jennifer Rae	15
5. CNH Trust Amendment	Liz Forestell	10
6. Other business	Mary Christie	10
7. Adjournment and next meeting date: May 30th @NLSS		

**The Neighbourhood Group
Board of Directors Meeting Minutes
349 Ontario Avenue
March 28, 2017 at 6:30 pm**

Present:

Directors: Mary Christie, Chair
Marguerite Rea, Vice-Chair
Philip Fernandez, Vice-Chair
Bob Gore, Treasurer
Jennifer Rae, Secretary
Samira Viswanathan
Tim Hughes
Maureen Armstrong
Elizabeth Forestell (Ex-Officio)

Regrets:

Directors: Lloyd Ilekys
Thierry Kagubari

Staff: Leighton Taylor, Director, Operations
Sulmaz Ghoraishi, Executive Assistant (Minutes)

1. Welcome/Regrets

Mary Christie welcomed everyone and called the meeting to order at 6:23 pm. There were no conflicts of interest to declare. There was a slight change to the agenda; moved up items that required motions to earlier in the meeting.

2. Executive Director's Report

Liz presented her report (attached).

a. Risk Management Report

Liz presented the Risk Management Report.

MOTION 3.22-01: to go in camera at 6:32 pm.

Moved: Jennifer Rae
Seconded: Tim Hughes

CARRIED

MOTION 3.22-02: to go out of camera at 7:04 pm.

Moved: Jennifer Rae
Seconded: Tim Hughes

CARRIED

b. Housing Allowance

Liz presented the Housing RFP (attached).

MOTION 3.22-04: to approve the Housing Allowance RFP.

Moved: Marguerite Rea

Seconded: Philip Fernandez

CARRIED

3. Finance Report

Leighton and Bob presented the financial report (attached). The organization continues to show a loss due to the funding shortfall from the CCAC contract. The LHIN has approved one-time funding to offset this deficit.

MOTION 3.22-03: to approve the financial report for the period ending February 28, 2017.

Moved: Philip Fernandez

Seconded: Maureen Armstrong

CARRIED

4. CNH Trust Amendment

Liz presented the CNH Trust Amendment (attached). On March 13, 2017 the CNH Trust passed a resolution to dissolve and transfer its assets to The Neighbourhood Group subject to the review of the wording, which has now been done. There will be no, or a nominal, Land Transfer Tax. There needs to be an official motion from the TNG Board to endorse the Deed of Amendment.

MOTION 3.22-05: to endorse the Deed of Amendment

Moved: Marguerite Rea

Seconded: Bob Gore

CARRIED

MOTION 3.22-06: to go in camera at 7:50 pm.

Moved: Bob Gore

Seconded: Samira Viswanathan

CARRIED

MOTION 3.22-07: to go out of camera at 8:13 pm.

Moved: Jennifer Rae

Seconded: Bob Gore

CARRIED

5. Committee Reports

Jennifer updated the Board on the Syrian Refugee Project. The settlement of the first two families has been going well. The Committee is looking into housing options for the third family, who have 9 family members. The two families attended the Donor Recognition event that took place on March 22, 2017, and made speeches to the donors present.

MOTION 3.22-08: to approve the Minutes from the meeting held on January 24, 2017

Moved: Bob Gore

Seconded: Samira Viswanathan

CARRIED

6. Other Business

There was no other business.

7. Adjournment

MOTION 3.22-09: to adjourn the meeting at 8:23 pm. The next meeting is scheduled for March 28, 2017

Moved: Maureen Armstrong

CARRIED

DECLARATION

These minutes are a fair and accurate representation of the discussions held and decisions made by the Board of The Neighbourhood Group at its meeting held on March 28, 2017.

Approved by the Board:

May 30, 2017 – Motion 5.30-__

Verified by:

Jennifer RAE Board Secretary

Signature:

Jennifer RAE

