

BOARD OF DIRECTORS MEETING AGENDA		
<b>Date:</b> Tuesday, December 1 <sup>st</sup> 2015	<b>Time:</b> 6:00 pm	
<b>Location:</b> Conference Call		
<b>Chair:</b> Mary Christie		
Agenda Item	Person Responsible	Time
1. Welcome and Introductions a. Review of Agenda and declarations of Conflict of Interest b. Minutes of September 22 <sup>nd</sup> , 2015	Mary Christie	5
2. Finance Report	Bob Gore John Peltier	20
3. Executive Director Report a. United Way update	Liz Forestell	20
4. Syrian Refugee Project Update and Appeal	Jennifer Rae	10
5. Senior Link Foundation contribution a. Relation to TNG and CNH fundraising working group	Liz Forestell	10
6. Board Development a. Board Retreat b. Board Manual	Mary Christie Liz Forestell	15
7. 2015/16 Board Meeting Calendar		10
8. Human Resources (in camera)	Liz Forestell	10
9. Other business	Mary Christie	10
10. Adjournment and next meeting date <b>January 19, 2016 at CNH (349 Ontario St.)</b>		

**The Neighbourhood Group  
Board of Directors Meeting Minutes  
Conference Call**

**December 1, 2015 at 6:00 pm**

**Present:**

Mary Christie (Chair)  
Marguerite Rea (Vice-Chair)  
Meté Yorgan (Vice-Chair)  
Philip Fernandez (Vice-Chair)  
Bob Gore (Treasurer)  
Jennifer Rae (Secretary)  
Ireen Wieditz  
Samira Viswanathan  
Maureen Armstrong  
Tim Hughes  
Elizabeth Forestell (ED)  
John Peltier, Director, Operations  
Vu NguyenTran (Recorder)

**Regrets:**

Atrisha Lewis  
Thierry Kagubari  
Pat Dann

**Absent:**

Lloyd Ileky

**1. Welcome/Regrets**

Mary Christie welcomed all to the meeting and called the meeting to order at 6:00 pm. There were no declarations of conflict of interest.

**2. Review of Meeting Agenda and Minutes**

There were no changes to the minutes of the previous meeting.

**MOTION 12.01-01: to approve the meeting minutes from September 22, 2015.**

**Moved:** Marguerite Rea

**Seconded:** Philip Fernandez

**CARRIED**

**3. Finance Report**

John Peltier presented the financial statements ending on October 31, 2015. Overall the organization is financially sound. However, due to a shortage of funding in our largest department, CCAC, the organization will face a significant deficit. Bob Gore and Liz Forestell began a discussion around this deficit and finding possible solutions.

**MOTION 12.01-02: to approve the financial report.**

**Moved:** Bob Gore

**Seconded:** Philip Fernandez

**CARRIED**

**4. Executive Director's Report**

Liz presented her report attached in the Board Package. She highlighted one of TNG's more recent initiatives, the Friends of The Neighbourhood Group – Syrian refugee support, which to date has raised over \$90,000. She also reviewed the shortcomings in funding from the CCAC as well as the YouthWorks program.

The Board Retreat is set for February 27, 2015.

**MOTION 12.01-03: to go in camera at 6:50 pm**

**Moved:** Marguerite Rea

**Seconded:** Philip Fernandez

**CARRIED**

**MOTION 12.01-04: to go out of camera at 6:56 pm**

**Moved:** Marguerite Rea

**Seconded:** Samira Viswanathan

**CARRIED**

**MOTION 12.01-05: to approve the application for the City of Toronto – Hostels to Homes Follow-Up Support Pilot RFP.**

**Moved:** Philip Fernandez

**Seconded:** Tim Hughes

**CARRIED**

**MOTION 12.01-06: to adjourn the meeting at 7:00 pm.** The next meeting is scheduled for January 19, 2016 at Central Neighbourhood House.

**Moved:** Philip Fernandez

**Seconded:** Bob Gore

**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 December 1, 2015.

Approved by the Board:	January 19, 2016 – Motion 1.19- <u>01</u>
Verified by:	<i>Jennifer Rae</i>
Signature:	<i>Jennifer Rae</i>

