

Access Alliance Multicultural Health and Community Services  
 Minutes of Board of Directors Meeting  
 Location: 340 College St., Suite 500  
 6:00 p.m. – 8:30 p.m. Board Meeting

Date: June 25, 2018  
 Present: Erik Landriault, Tania Hossain, Linda Nicolson, Arman Hamidian, Vanessa Redditt, Alfred Chuang, Axelle Janczur (Executive Director), Yatti Tjipto (Executive Assistant).  
 Joined by phone: Ida Hersi, Henry Ngan  
 Regrets: Priyanka Debnath, Sarah Vanderburg, Mohamed Malik  
 Chair: Erik Landriault  
 Minute taker: Yatti Tjipto (Executive Assistant)

	AGENDA ITEM	TOPIC	KEYPOINTS/RELEVANT INFO	DECISION/ACTION DELIVERABLE/OUTCOME	LEAD	DUE
1.0	Welcome					
1.1	Introductions	Welcome and Introductions	Call to order at 6:00 pm		E. Landriault	
1.2	Practice of Inventivity	Activity	The Practice of Inventivity activity is cancelled for this meeting		A. Hamidian	
1.3	Approval of Agenda	Changes, additions, deferrals	Agenda is approved	Agenda approved MSP: Tania, Arman	E. Landriault	
1.4	Conflict of Interest	Conflict of Interest Declaration	Call for declaration of conflict of interest regarding any item on the agenda.	None declared	E. Landriault	
1.4	Approval of Previous Minutes	Amendments, feedback	May 14, 2018 Minutes presented as posted.	Minutes approved MSP: Tania, Arman	E. Landriault	
1.5	Attendance Report	Review of Attendance Status	Quorum met for this evening's meeting. Everyone is in good standing.		L. Nicolson	
1.6	Environmental Scan	Opportunity to share events/items of interest from board members professional spheres, including conferences/workshops attended	<p>Arman attended the Alliance for Healthier Community Conference with Henry and Linda. He shared that he gained a lot of insights from attending this conference.</p> <p>Arman attended the Health Innovation Lecture from a futurist from Saint Elizabeth. A futurist is something we will consider for board retreat. Arman will share the copy of slide deck to the board.</p> <p>Tania and Erik attended the pride celebration at APOD on June 11. They said it was a great event, good community turn out. In addition, 111 people from Access Alliance marched in the Toronto Pride Parade.</p> <p>Erik will be on away on work related training on aging and community based care approach in Australia.</p>		All	

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1.7	Professional Development Opportunities	Professional Development Opportunities	Axelle invited the board to participate in the ICS training. Interested board members to contact Yatti.		A.Janczur	
2.0 Trusteeship Items for discussion						
2.1	Audit & Contingency Reserve Discussion		Thushari presented on the numbers to be allocated for reserve funds. This year the excess revenue was \$114,595. The board recommended and approved the following allocations: \$55,000 to be allocated to contingencies reserve fund, \$55,000 to capital reserve fund, \$4,595 to be allocated to HWD fund, with strong recommendation to start looking into funding for capital expenditure for next year's budget. Alfred volunteered to work with Thushari for a refreshed budget for next year.	Motion to approve excess revenue as proposed.  MSP: Alfred, Vanessa	T. Gomez	
2.2	Draft Audited Financial Statement for the board		Thushari presented on the 2017 draft audited financial statements. Alfred is representing Sarah at this meeting as she sent her regrets. Alfred reported that Sarah has talked with the auditor, we have a clean 2017 audit. Alfred applauded the financial management of Access Alliance. The board does not have to worry about audit issues and can focus on supporting the future direction of Access Alliance.	Motion to approve the 2017 draft audited financial statement as presented  MSP: Alfred, Linda	A. Chuang	
3.0 Presentation						
3.1	Building Capacity for Equity Informed Planning and Evaluation		This project is directly related to our fulfilling our planned work in relation to our strategic priority of equity. Axelle applauded Miranda for an excellent job in leading this project. Presentation is posted on the board portal.		M. Saroli	
4.0 Consent Agenda Item						
4.1	New Members Approval		As there are not enough new members to be approved for this meeting, new members' approval will be deferred to next meeting.		E. Landriault	
4.2	MSAA Declaration of Compliance			Motion to approve MSAA Declaration of Compliance  MSP: Arman, Tania		
5.0 Information/Discussion Items						

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5.1	Governance Committee Update		<p>Arman provided an update on governance committee.</p> <ul style="list-style-type: none"> <li>• Interviews were completed; currently in the process of checking references. Board members are encouraged to connect with their networks.</li> <li>• Health Equity Policy was drafted. We will use the equity framework from the Health Equity project to frame our commitments.</li> <li>• Arman will send a survey regarding committee functioning in the near future – 5 questions. The survey will take less than 5 minutes to complete.</li> <li>• Board evaluation survey will be circulated shortly. In addition to survey, the committee is proposing a one on one meeting with the board members. Arman will do these.</li> <li>• Strategic Plan will move in to design phase and 30<sup>th</sup> anniversary.</li> <li>• Governance committee will meet in July.</li> </ul>	Board nominations policy will be approved for next meeting.	A.Hamidian	
5.2	30 <sup>th</sup> anniversary committee		Erik, Ida volunteered to participate in the working group. Soft launch to be planned in the summer.		E. Landriault	
5.3	AGM Planning Committee		Vision for AGM is to have a dinner for CRG members. We are expecting 30-50 people. The topic will be around community and client engagement. Linda and Arman volunteered to be part of the committee.		A. Janczur	
5.4	Board Committee Discussion		Refer to item 5.1		A. Hamidian	
5.5	Executive Director Report		Axelle presented on findings from the Employee Engagement Survey report.		A. Janczur	
6.0	Other Business					
6.1	ED Performance Survey		Erik reported that this year, the board will be conducting a performance review for Axelle. The review is typically done every two years. The board will be asked to fill in a survey shortly.		E. Landriault	
6.2	Board Social for the summer		Arman is hoping to plan an event for end of July.		A. Hamidian	
6.3	AOHC Inclusive Leadership Governance		Postponed for next meeting.			
7.0	Adjournment					

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	Adjournment		The board moved to adjourn the board meeting at 8:15 pm	Motion to adjourn June's board meeting. MSP: Tania, Linda	E. Landriault	