

## Leaside Memorial Community Gardens

### Board of Management Meeting

January 24, 2023, at 7:00pm – In Person & Hybrid

#### Minutes #834

Attendees: David Bannon (Chair); Janice Ivory-Smith; Glenn Asano; Dan Teguh; Kathleen Mackenzie; Matt Baker (Zoom); Lisa Villeneuve (Zoom); Craig Uyeno (Zoom); Robert Mitic (PF&R, Zoom); Shawn MacKay (staff); Jennifer Smith (staff)

Regrets: Councillor Robinson, Lani Uyeno

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#### **Call to Order**

Mr. Bannon called the meeting to order at 7:06PM

#### **Request from the Chair for conflict-of-interest declarations regarding any items on the agenda**

No conflicts were identified.

#### **Adoption of minutes of the prior meeting**

Mr. Bannon called for any questions or amendments to the minutes of the December 13, 2023, board meeting. No questions or amendments were raised.

Motion to adopt the minutes of the December 13, 2023, board meeting moved by Ms. Ivory-Smith, seconded by Mr. Asano.

**CARRIED.**

#### **Report of the Chair**

Mr. Bannon shared that he had been in contact with the president and treasurer of the East York Foundation to set a meeting regarding the >\$50K surplus amount from the capital campaign which is in trust at the foundation. Once a date is agreed to, Mr. Bannon, Mr. Teguh, and Mr. Baker will meet with the EYF and discuss the use of those funds for as yet incomplete projects in the new Rink. Mr. Bannon has requested documentation from the EYF on any parameters surrounding use of the funds.

The safety committee will be reinitiated in the weeks ahead and Mr. Bannon will chair. We are presently collecting names and contact information for each of the user group's representatives and will commence meetings in the near future.

Mr. Bannon asked board members for their feedback on resuming committee meetings on a bi-monthly basis, acknowledging that the chairs could call meetings as necessary at any time. It was a greed

that bi-monthly was likely sufficient, so long as financial packages were still reviewed by the Finance and HR committee members, monthly; and shared with the full board following committee review.

Mr. Bannon shared that Ms. Mackenzie, upon her return to the board, had asked to sit on the Finance and HR Committee; and with this, all board members are now represented on one of the two committees.

Board members discussed the idea of a user survey, as suggested by Mr. Bannon. It was agreed that this exercise was worthwhile and could provide positive feedback to our staff and elicit feedback for the board and management related to areas for improvement. Members asked whether this would only go to board-level representatives of the MUG's, and it was agreed that it would be better if the survey drilled down to the coach and volunteer level.

<Mr. Teguh joined the meeting at 7:20.>

Mr. Bannon advised that he and Ms. Smith had met with representatives from the City's Accounting Services Department (ASD) to introduce ourselves following the retirement of the Director of Accounting Services, and to discuss the recent council decision to require the 2019 surplus to be remitted to the debt reserve fund in an attempt to get in front for upcoming years. A follow-up meeting is being scheduled with both the accounting services and financial planning departments, as well as Mr. Teguh and Ms. Smith, to make our recommendation that the years 2020 and 2021 be netted out, and the resulting \$15K loss be resolved through an operating subsidy to LMCG.

Mr. Bannon shared with the board that he had a meeting scheduled with Councilor Robinson on January 25<sup>th</sup> and would discuss the application of our 2020- and 2021-year end financials; the urgency of our capital project commencing as scheduled; and the ongoing issues surrounding the traffic lights at Southvale and Millwood.

### **Report of the Director of Business and Finance**

Ms. Smith recapped the month-end and year-end financial performance.

Motion to receive the November 2023 and December 2023 financial reports made by Mr. Asano and seconded by Mr. Teguh.

**CARRIED**

Referring to her monthly report, Ms. Smith advised that the debt reserve fund is now at \$445K and with the 2023 contribution, and revenue from the next few months, it will be fully funded. It was agreed that this would be the first agenda item for the next finance committee meeting.

### **Report of Director of Operations**

Mr. MacKay provided an update on several mechanical repairs made to the original rink over the course of the past 4 weeks, including the failure on Dec 27<sup>th</sup> that required cancellation of that days' ice contracts. The day prior to the meeting, the new hot water tanks were lifted into the building and work to replace the aging hot water infrastructure continues to move ahead smoothly.

The board was provided a quote for new security cameras as the aging system is failing to capture motion in a number of spots in the building, and there have been a number of requests for exterior cameras given damage and theft in the parking lot. The board was supportive of the investment and Mr. MacKay will do some further investigation before seeking approval for the expenditure.

In addition, Mr. MacKay shared a quote for an RFAM package for monitoring the maintenance of all building equipment. Mr. MacKay will conduct some further investigation before seeking approval for the expenditure. Both items will go to the finance committee for further discussion.

The meeting went *in camera* at 8:10PM.  
The meeting came out of *in camera* at 8:35PM.

## **Other Business**

### **Community fundraisers**

Ms. Ivory Smith updated the board that arena management had supported the user groups with two equipment drives, a food drive, a sock drive and a diaper drive: providing bins, signage in the facility, and promotion on the digital community sign. It was suggested that the arena might be better positioned to support the efforts of its users, rather than running competing activities; and could then focus on other, LMCG-specific community events e.g. an annual Remembrance Day service. It was agreed that this was a better use of board resources and would be discussed further in committee.

### **Toronto Roller Derby SOP Request**

Toronto Roller Derby returned last year for practices only and this season they are hoping to have two competitions, one in June and one in July, and have asked about the practicality of extending liquor sales and consumption into Rink B itself, as opposed to just in the William Lea Room. The board members discussed various options and it was agreed that Ms. Smith would gather more information on the scope of SOPs, and report back to committee, before getting back to the TRD group.

### **Next Meeting:**

The next meeting will be held on February 28, 2024.

Motion to adjourn at 8:54 PM moved by Mr. Asano and seconded by Ms. Ivory-Smith.

**CARRIED.**