

## Agenda

### Leaside Memorial Community Gardens

#### Board of Management Meeting

October 23, 2024, at 7:15pm

1. Calling of the Board meeting to order – **Vice Chair, Matt Baker**
2. Request from the Chair for conflict-of-interest declarations regarding any items on the agenda.
3. Reading, Correction, Adoption or Disposition of the Minutes of the Board of Management meeting held on September 25, 2024.
4. Report of Officers:
  - A)** Report of the Chair – Mr. Matt Baker. (15 Mins) To include but not limited to:
    - I. Request for report from chair of ad hoc nominating committee and elections as required.
    - II. Board Training Update
    - III. User Group Feedback Update
  - B)** Report of Director of Operations – Mr. Shawn Mackay (10 minutes). To include but not limited to:
    - I. Questions on Director’s report
  - C)** Report of Director of Business and Finance – Ms. Jennifer Smith (10 mins) To include but not limited to:
    - I. Presentation of September Financials
      - i. Motion to receive
    - II. 9-month variance reporting and full year forecast
    - III. Items from Director of Finance and Business Report
      - i. Discuss amendment to Future Sign payment terms
  - D)** Report of Chair of the Community Relations and Operations Committee – Ms. Janice Ivory-Smith (10 minutes).
    - I. Remembrance Day update
    - II. Concussion Seminar update
5. Unfinished Business
6. New Business

7. In Camera Session (if required)
8. Date of next Board meeting – November 27, 2024
9. Adjournment