

**Leaside Memorial Community Gardens
Board of Management Meeting Minutes
January 22, 2025 @ 7:15pm by Zoom and in-person**

Minutes #843

Attendees: Matt Baker (Chair), Edmund Chan (Treasurer), Janice Ivory-Smith (Chair, Operations/Community Relations Committee), Glenn Asano, Kathleen Mackenzie, Shawn Mackay (LMCG Management), Jennifer Smith (LMCG Management), Councillor Rachel Chernos Lin, Robert Mitic, (PF&R Representative), Erin Loft (Guest, Ice Scheduler Toronto Leaside Wildcats),

Regrets: Lani Uyeno, Dan Teguh

Mr. Baker called the meeting to order at 7:15PM.

Mr. Baker welcomed Ms. Loft from the Toronto Leaside Girls Hockey Association

Ms. Loft provided an update on the programs of the LSC and offered feedback on the arena and its service to their members.

Mr. Baker and the board thanked the Ms. Loft for her feedback and for taking the time to attend the meeting.

Guest from the Toronto Leaside Wildcat departed the meeting at 7:50PM

Councillor Chernos Lin joined the meeting at 8:00PM for a brief discussion of the change in schedule to the Capital Project. It was agreed that the board would send a motion requesting her support to advance a conversation with capital works and client services.

Councillor Chernos Lin departed the meeting at 8:15PM

Call to Order:

Mr. Baker called the meeting to order at 8:15PM

Request for Conflict of Interest

- No conflicts declared.

Adoption of Minutes of Prior Meeting

- Mr. Baker called for any questions on or corrections to the minutes of the board meeting held December 18, 2024.

Motion to approve the December 18, 2024 Board of Management meeting minutes moved by
Mr. Asano and seconded by Ms. Mackenzie.

CARRIED

Report of the Chair

- Mr. Baker provided an update on the recent issues of theft at the arena and Mr. McKay and Ms. Smith provided additional information on steps that have been taken to ameliorate the situation, including signage, more staff presence, and a review of all security systems.

Report of the Director of Operations.

- Mr. Mackay provided a report on the building operations
- The board received an update on the status of the capital project, with Mr. Mackay noting that work on the arena roof had already commenced. Considering the unexpected change to the project schedule, the board put forth the following motion.

The board seeks Councillor Chernos Lin's support in communicating its preferred schedule for the Capital SOGR project as follows, in order of preference:

- A) Revert to the original approved schedule of April 2025 through December 2025
- B) If the project must be split into two summer projects, then refrigeration, the slab, and boards occur in summer 2025; with the roof trusses and other ancillary work completed in summer 2026; noting that plywood can be laid on the new slab in 2026 to accommodate the scaffolding needed for the work on the trusses.
- C) The project proceeds on the "two summer" schedule as most recently proposed by Capital Works.

Moved by Mr. Baker, seconded by Mr. Chan.

CARRIED

- New security cameras have been installed and the invoice forwarded to the Pashby Safety Fund for reimbursement
- Mr. McKay present a proposal for the purchase and installation of videoconferencing equipment in the boardroom, and requested the board seek the final fundraising dollars from the East York Foundation to partially cover the cost.

Motion to purchase and install video conferencing equipment in the Spruce Grove Investment Management Boardroom and seek the agreement of the East York Foundation to cover partial costs utilizing the remaining fundraising dollars in their trust.

Moved by Mr. Chan and seconded by Ms. Ivory-Smith

CARRIED

- Mr. McKay presented his objectives for 2025, and board members made suggestions of additional items to consider, including modernization of the facility, professional development, HR strategy, and overseeing the capital project.

Report of Director of Business & Finance

- Ms. Smith summarized the December and YTD financial results.

Motion to receive the December 2024 monthly financial reports moved by Mr. Chan and seconded by Ms. McKenzie.

CARRIED

- Ms. Smith discussed her objectives for 2025, and board members made suggestions of additional items to consider, including new customer acquisition, customer feedback solicitation and scoring, professional development, social media strategy, and website revamp.

New Business

- None.

Next Meeting

The next board meeting to be held February 26, 2025.

Motion to adjourn meeting at 9:56PM, moved by Mr. Chan, seconded by Mr. Baker.

CARRIED