

## Leaside Memorial Community Gardens

### Board of Management Meeting

December 13, 2023, at 7:00pm – In Person & Hybrid

#### Minutes #833

Attendees: David Bannon (Chair), Janice Ivory-Smith; Glenn Asano; Dan Teguh; Matt Baker; Shawn MacKay (staff); Lisa Villeneuve (Zoom)

Regrets: Councillor Robinson, Robert Mitic, Jennifer Smith, Lani Uyeno, Craig Uyeno

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#### **Call to Order**

Mr. Bannon called the meeting to order at 7:17PM

#### **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 November 22, 2023, board meeting. No questions or amendments were raised.

Motion to adopt the minutes of the November 22, 2023, board meeting moved by Ms. Ivory-Smith,  
seconded by Mr. Baker.

**CARRIED.**

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

Mr. Bannon shared with the board the decision of Council to have LMCG remit its 2019 surplus of \$167K to the debt reserve fund. Mr. Asano indicated that these sorts of decisions had been made in the past, without any consultation with the board. Ms. Smith will remit payment accordingly.

An update was provided on the contract with TO Live, with specific attention paid to their request for a \$5,000 consideration fee if LMCG chose to cancel their ice without cause. It was agreed that this was unlikely to happen and as such the fee was deemed acceptable and the contract will proceed. (Mr. Teguh joined at 7:22.) Mr. Teguh mentioned that event insurance may cover the 5K loss for TO Live.

Mr. Bannon provided follow up information on the re-formation of the committees with the following appointments:

Finance/HR

1. Dan Teguh
2. David Bannon
3. Craig Uyeno
4. Caroline Uyeno

#### Operations and Community Relations

1. Janice Ivory Smith
2. Glen Asano
3. Matt Baker
4. Lisa Villeneuve

Mr. Bannon suggested that the two committees should meet briefly prior to the next board meeting.

Mr. Bannon advised that the City required notice of board vacancies (as at Spring 2024) before the end of November and that he had not received any members' decisions to withdraw from the board. Mr. Bannon indicated that he was still waiting to hear back from Ms. Mackenzie with her decision.

Mr. Bannon indicated that, to date, no members have volunteered to chair the safety committee. This is to be revisited at the next meeting.

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

Mr. MacKay updated the board on the hiring of a new building attendant as well as plans for maintenance during the pool closure over the holiday season. An update was provided on some vandalism to one of the vending machines.

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

Ms. Smith submitted a report for the meeting but was not in attendance. November financials were not available due to the early meeting date. No questions were raised about the report.

#### **Other Business:**

##### **2021 Audit:**

Mr. Teguh updated the board on the completion of the 2021 audit. The Board commended the Director of Business and Finance, Mr. Teguh and all involved for the work on the audit.

Motion to approve the 2021 Draft Audited Financial Statements from Welch LLP, including the non-material adjustment, moved by Mr. Asano and seconded by Mr. Baker.

**CARRIED**

#### **Digital Archive**

Ms. Ivory Smith updated the board on the digital photo archive now being searchable on the Leaside gardens website and indicated that the TLGHA has expressed interest in providing some images from their collection. Mr. Bannon suggested the possibility of putting something on the Outfront sign announcing the new feature.

**Next Meeting:**

The next meeting will be held on January 24, 2024.

Motion to adjourn at 7:50 PM moved by Mr. Teguh and seconded by Mr. Asano.

**CARRIED.**