

**St. James Town Family Literacy Services
Minutes of the Board Meeting
Held Dec 18, 2014 (6:00- 8:00)
Held at Community Matters Toronto**

In Attendance: Margaret Coshan, Chris Hallett, Sandy Macpherson, Shabana, Doug Fisher.

Regrets: Dianna Jiang

Minutes: Recorded by Shabana Sohail

1. Call the meeting to order

The chair opened the meeting and welcomed the participants, the agenda was reviewed.

2. Review and approval of the last meeting minutes

The minutes of the previous meeting were reviewed.

MOTION: On a motion by Doug and seconded by Sandy the minutes were approved unanimously

3. Review and Approval of Agenda

Agenda of the meeting were reviewed and approved by the board members.

4. CMT UPDATE:

Margaret gave update to board about Community Matters.

Highlights of the update included

Three things Public Health agency offer social returned of:

- Maple leave sports funded by MLSE 25,000 TO 50,000 over the five years.
- Manulife also funding according to our needs.
- Geoffrey H Wood donated \$200,000 for seniors program
- Ontario government for sports, fundamental movement for summer swimming.
- We have created videos for funders and community to learn from related to health and fundamental movement, and general about CMT.
- CMT running 25 program and over 500 residence come in to CMT in a month, we have touched 1500 different people last year and half. Rather than email we are approaching people through social media.
- Margaret presented ideas as to how we are going to use 240 Wellesley St. space in the summer and Tennis court, she also discussed new development and design of Otium, this year we will be doing installation and next year we will be focused on detail how we are going to use the space and attract more people.
- Doug will introduce someone who knows Thai Chi.
- Margret also updated board about new construction on Howard St. With our partner the SRRA, we have reduced the development from 4 to 3 towers.
- Beth shared Census Canada results and spoke to her concern that it does not reflect an actual number of St. James Town residents and that CMT could work on this issue as an advocacy issue.

5. Financial update:

- Board discussed funding proposals. Chris updated board on funding information. At the next meeting Chris will re-present the 2015 budget.
- Beth suggested update organization general information on funders' website.

6. Membership:

Margaret and Chris presented draft guidelines to board and board suggested few changes

Following discussion it was agreed that Margaret and Doug would meet at a later time to refine the guidelines

7. Annual Meeting:

Our next meeting will be the organization's Annual Meeting. The audited financial statements will be approved and officers elected

8. Regular Board Meeting Dates:

- Board decided to have fixed meeting dates

9. Other items:

10. Adjournment:

On a motion by Beth and seconded by Sandy the meeting be adjourned was approved unanimously.