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Board of Management Minutes of Hybrid Meeting March 21, 2024 at 7:30pm

Place: Swansea Town Hall hybrid meeting

Members Present: J. Slaughter, R. Gokhale, R. Hamilton, A. Hazard, A. Morton, M. Peddle, W. Roberts, N. Setacci

Regrets: M. Meng, A. Kailie, J. Montgomery, M. Netzel

Members Absent: Councillor G. Perks, A. Beitel, M. Bhargava

Advisors: G. Dunphy

Absent: S. Zalepa

Guests: T. Iazzo (TPL)

STH Staff: S. Doucette Executive Director (ED), D. Gascho Assistant Executive Director (AED)

The hybrid meeting was hosted by Chair, J. Slaughter.

- 1. Roll Call:** A roll call was conducted for attendance, as reported above.
- 2. Aboriginal Land Acknowledgement:** read by the Chair.
We acknowledge the land we are meeting on is the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. We also acknowledge that Toronto is covered by Treaty 13 with the Mississaugas of the Credit.
- 3. Adoption of Agenda:** R. Hamilton moved to adopt the agenda. Seconded by R. Gokhale. **CARRIED**
- 4. Declarations of interest under Municipal Conflict of Interest Act:** None.
- 5. Minutes of February 22, 2024:** W. Roberts moved adoption of the minutes, Seconded by M. Peddle. **CARRIED**
- 6. Referrals from Swansea Town Hall Association:** None.



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7. **Swansea Memorial Library:** T. Iaizzo gave an oral report. 42 families attended the March Break puppetry programming sponsored by the Swansea Town Hall. The Toronto Public Library (TPL) has restored most services affected by the cyber-attack in late 2023. The Swansea Memorial Library's self-serve system is once again available to the public. Printing is expected to be operational by the end of the month.
8. **Governance Committee meeting minutes of February 26, 2024.** W. Roberts moved adoption of the minutes with the exception of the items to be voted on by the Board of Management, and that they be voted on by division. A. Hazard seconded. **CARRIED**
Terms of Reference: W. Roberts moved the adoption of the Terms of Reference. Seconded by A. Hazard. **CARRIED**
Governing By-law No.1: W. Roberts moved the adoption of the Governing By-law No. 1. Seconded by A. Hazard. **CARRIED**
Procedural By-law No.2: W. Roberts moved the adoption of the Procedural By-law No. 1. Seconded by A. Hazard. **CARRIED**
Occupational Health and Safety Policy: W. Roberts moved the adoption of the Occupational Health and Safety Policy. Seconded by A. Hazard. **CARRIED**
Smoke and Vape-Free Policy: W. Roberts moved the adoption of the Smoke and Vape-Free Policy. Seconded by R. Gokhale. **CARRIED**
Records Retention Policy: W. Roberts moved to defer the policy pending further consultation with the City. Seconded by A. Morton. **CARRIED**
A. Hazard moved to appoint W. Roberts as Chair of the Governance Committee. Seconded by R. Hamilton. **CARRIED**
9. **Community Liaison Committee meeting minutes of March 11, 2024.** A. Hazard moved the adoption of the committee report including the recommendations made therein with the exception of item 7. R. Hamilton seconded. **CARRIED**
W. Roberts moved to appoint A. Hazard as Chair of the Community Liaison Committee. Seconded by M. Peddle. **CARRIED**
10. **Treasurer's Report:** S. Doucette spoke to the Treasurer's report and noted the 2023 audit is underway. S. Doucette reviewed the March 2024 Financial Analysis. R. Hamilton moved adoption of the March 2024 Financial Analysis including the recommendations made therein as amended. Seconded by R. Gokhale. **CARRIED**



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S. Doucette requested that the Board approve the following motion:

The Swansea Town Hall Board of Management authorizes Executive Director Sarah Doucette to apply on behalf of the Swansea Town Hall for a Momentum for business Visa Card from Scotiabank and to execute any necessary documents in relation there to.

Moved by R. Hamilton (Treasurer), Seconded by M. Peddle (Vice Chair). CARRIED

11. Nominating Committee: W. Roberts reported that the Nominating Committee will meet shortly after the end of the March 21 meeting of the Board of Management.

12. Executive Director's Report: S. Doucette gave the E.D.'s Report. **R. Hamilton moved receipt of the Executive Director's Report. Seconded by M. Peddle. CARRIED**

13. Adjournment: At 8:38 p.m. W. Roberts moved to adjourn the meeting. **Seconded by R. Hamilton. CARRIED**



Jack Slaughter – Chair



Ayan Kailie - Secretary

UPCOMING MEETINGS (Hybrid)

**Thursday, April 25, 2024 at 7:30pm
(AGM) Thursday, May 16, 2024 at 7:30pm
(Board Orientation) Thursday, June 20, 2024 at 7:30pm**