



# APPLEGROVE COMMUNITY COMPLEX

60 Woodfield Road, Toronto, Ontario M4L 2W6

Tel: 416-461-8143 Fax: 416-461-5513

www.ApplegroveCC.ca

**“TOGETHER, BUILDING OUR COMMUNITY”**

## **Board of Directors Meeting AGENDA – Monday, January 26, 2016**

**If you cannot attend, please call the office with your regrets.**

Applegrove's mission is to be a neighbourhood partnership fostering community through social and informative programs for individuals and families.

### **6:45 Optional Light Supper**

#### **7:00**

1. Call to Order/Adoption of Agenda
2. Welcome and Introductions
  
3. Declaration of Conflicts of Interest
4. Timekeeper
5. Volunteer Hours
6. Donation Envelope
  
7. Board Development: Program Presentation

### **7:20 Board of Management Meeting** (see next page)

#### **8:20**

8. Minutes of the December Board of Directors meeting (*attached*): to be accepted

#### **8:25**

9. Finance
  - 9.1. 2015 Statistics Summary (*attached*) for information.
  - 9.2. 2015 Preliminary Year-end Financial Report (*to be circulated at the meeting*): to be accepted
    - i) Admin Year-end Issues
    - ii) Program Transfers (*see Executive Director's Report*)
10. Strategic Planning

#### **8:45**

11. Community Integration Committee Report (*attached*): for information

#### **8:50**

12. Revenue Generation Committee Report (*to follow*): for information and decisions

#### **8:55**

13. Directors' Concerns
  
14. Adjournment



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## **Board of Management Meeting AGENDA -- Monday, January 25, 2016**

### **7:20**

- A. Call to Order/Adoption of Agenda
- B. Declaration of Conflicts of Interest
- C. Minutes of the December Board of Management Meeting (*attached*): to be accepted
- D. Personnel Committee Report (*attached*): for information

### **7:30**

Motion needed to discuss the next item *in camera* (without guests or staff other than the Executive Director and Program Director), as it deals with identifiable individuals or confidential information.

- D.1. Vacation Liability Options (*confidential report for Board members only*): for decision

Motion needed to return to the public meeting.

### **8:00**

- E. Executive Director's Report (*attached*): to be accepted
  - E.1. Admin Budget Deputation: for discussion

### **8:15**

- F. Correspondence List (*attached*): for information and decisions
- G. Adjournment

### **Next Meetings and Events**

Next regular Board meetings:  
February 22  
March 21 if needed  
April 25

AGM: Tuesday, March 29

Family Dance: Saturday, Feb. 6

Community Info Fair: Saturday, March 5



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## **Minutes of the Board of Management Meeting December 14, 2015**

A neighbourhood partnership fostering community through social and informative programs for individuals and families.

Present: Irene Buncel, Sabrina Dias, Vai Teng Law, Jean Lim-O'Brien, Chris Sulway (Chair), Antoine Tedesco  
Regrets: Tolga Ay, Councillor McMahon, Neil Sinclair.  
Guest: Edward Birnbaum  
Staff: Susan Fletcher (Recorder)

### **A. Call to Order/Adoption of Agenda**

Chris called the meeting to order. Quorum of 5 members was achieved. By consensus, the agenda was adopted as circulated.

### **B. Declaration of Conflicts of Interest**

None were declared.

### **C. Minutes of the last Meeting**

**MOTION** (Law/Dias)

To accept the minutes of November 30, 2015.

**Carried**

### **D. Executive Director's Report: For information**

**MOTION** (Lim-O'Brien/Tedesco)

To accept the Executive Director's Report.

**Carried**

### **E. Correspondence/Information**

The only item was Matt's resignation as he moved outside Toronto.

**MOTION** (Dias/Law)

To accept the resignation with regret.

**Carried**

### **F. Adjournment**

The meeting was adjourned on a motion by Vai Teng Law, seconded by Sabrina Dias.

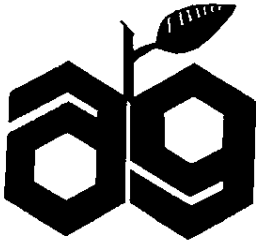
\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

### **Next Meeting**

January 25 at 7 p.m.

**Charitable Number: 10671 8943 RR0001**



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## Personnel Committee Notes

January 14, 2016

**Present:** Chris Sulway, Irene Buncel, Susan Fletcher (staff)

### 1. Next Meetings

Monday, Feb. 8 @ 7 p.m.

Monday, Mar 7 @ 7 p.m.

### 2. Notes from last meeting

- accepted by consensus

### 3. Program Assistant

- the February 2015 Board meeting passed a motion that included implementing the Program Assistant position on a temporary basis in 2015 and identify and evaluate the position's effectiveness and sustainability for 2016 as part of an intention to make the position permanent.
- the December 2015 Board meeting asked this committee to evaluate the effectiveness and sustainability.
- while Janina started doing the work in June, that was part of the Leadership counsellor position.
- the letter of employment as Program Assistant was effective Sept and noted that the initial period of employment up to 40 weeks, during which Applegrove will review this position's effectiveness and sustainability.
- Since 40 weeks takes us to the beginning of June, the committee will do the review later in the spring.

### 4. Vacation Liability Options

- the December Board meeting asked staff to identify and cost options for this committee's review.
- Susan sent a number of options to members in advance of the meeting.
- notes on the discussion and recommendation are in a confidential document for Board members.

Recommendation: that the Board implement the recommendation.

### 5. Executive Director's Performance Review

- Susan distributed hard copies of her Performance Planner Result as well as a Narrative Report on 2015.
- although these have been distributed electronically in the past, security, privacy and confidentiality concerns have resulted in changing the agency's procedures.
- the City has delegated to the Board the responsibility for managing the ED's performance according to the City's procedures.
- the City has identified performance pay for managers at 4 levels according to achievement on the Performance Planner:
  - 0% 1. Unsatisfactory,
  - 1% 2. Meets Most But Not All Expectations and/or Developmental,

2.5% 3. Meets Expectations, or  
4% 4. Exceeds Expectations.

- the City states that only 15% of the division managers can be at the 4% level.
- in response to a question, Susan reported that the 2015 budget included the City's required 2.65% performance pay for the 3 management positions.
- next steps:
  - Irene and Chris will review the reports and let Susan know the recommendation
  - Susan F will review the other managers' performance and develop recommendations. Although the ED evaluates the other managers, their performance pay requires 2 levels of sign off, so these recommendations will come to the Board/Personnel Committee.
  - Susan H will prepare the 2015 accruals for performance pay for the audit.

**6. Standing Item: Overtime and Workload**

- Susan reported on these to the committee.

**7. Next Meeting Date**

Monday, Feb. 8 @ 7 p.m.

Agenda to include

- 2015 review and identification of items for 2016 performance planner
- Hiring Report for Morning Office Coordinator

Monday, Mar 7 @ 7 p.m.

Agenda to include

- confirmation of 2016 performance planner
- process to evaluate the Program Assistant position effectiveness and sustainability.

**Personnel Committee Confidential Notes**  
January 14, 2016

Separate confidential attachment for Board members only.



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## **Executive Director's Report**

January 15, 2016

Happy New Year! I love the paper calendars we have in the office. By the photocopier, we can read recipes courtesy of Big Carrot. By the staff computers, the Milk calendar offers more recipes. Susan H has inspiring pictures from the War Amps. And behind my computer, I get inspiration from beautiful birds.

I enjoyed a much needed break after last-minute shenanigans with the TDSB and City!

### **TDSB**

During a Dec. 7 On-Site meeting with the school, rec center and daycare, the Chief Caretaker stated that December 23 was a "Board Holiday" and that we would have to obtain a permit and pay for the office and PC rooms, i.e., space for which the City already paid rent. Or not open.

This happened after May had talked with the Chief Caretaker in September about the possibility of a holiday break camp. And after she spoke with him (and followed up by e-mail) in mid-November about scheduling the PC floor cleaning. Both conversations included a discussion of Applegrove's programming on December 23.

After the TDSB cancelled a previously scheduled lease meeting on Dec. 10, May and I used the TDSB's permit processes to try to find a price before we could decide whether the center would be open on Dec. 23. Over several days and multiple e-mails and phone calls, the TDSB Facilities staff said to talk to Permits, and Permit staff said to talk to Facilities. I then spoke with the Permit Supervisor who I knew through my work with the TDSB's Community Use of Schools Advisory Committee. She estimated the cost at \$850!

At the same time, I worked through 2 City Facility staff and 2 City lawyers as they started their holiday breaks. On Dec. 22, just after 11 a.m., one of them reported that they convinced the TDSB staff that Dec. 23 was included in our leased space, and that we did not require a permit.

This experience will inform my work on our new lease. The current draft indicates that our access will be until 6 p.m. daily and that any use of our office, lounge or PC space after 6 p.m. will require a permit and additional payment. I am working with a City Facilities staff to set a meeting with the TDSB at the end of January or beginning of February, and will keep you informed of progress on the lease.

### **City Admin Budget**

In the midst of the above games, on Dec. 17, the City Budget staff requested detailed information about specific line items including actual expenses for 2013 and 14, 2015 up to Sept 30, 2015 projected 4<sup>th</sup> quarter, and 2016 budget. Although the deadline was not until Jan. 4, my vacation was scheduled for Dec. 24 to Jan. 10 inclusive. Consequently, I worked with Susan H. to compile the report and submit it on Dec. 22, with a note that any additional questions should go to Susan H since I would be on vacation.

On Jan. 5, while I was away, May checked my e-mail and found an urgent request for additional information (the approved 2015 budget for each item), with a noon deadline. Although Susan H.

was not working that day, May and the Bookkeeper put together an adequate response even without access to the necessary information.

When I returned, I advised the relevant City staff that the 2012 staffing cutbacks mean Applegrove cannot respond accurately to last minute requests.

### **Admin Budget Deputation**

In December, Neil and Jean agreed to speak to the City Budget Sub-committee about the amazing work that Applegrove does with the City's investment, including the program funds that we leverage and the in-kind support that does not appear on the balance sheet. Before my vacation started, I drafted a 5 minute presentation based on about 15 slides of photographs and 1 slide of a graph. On Jan. 11 when I returned, we finalized the deputation and they presented it on January 12. I shared a version of it with Board members via e-mail; this version is also part of the Budget Sub-committee minutes.

### **Update on Parental Leave Staffing Plan**

There were more than 190 applications for the 20 hour/week, 9 month job! These included 1 internal applicant and 2 from other AOCCs. The Collective Agreement requires internal applicants<sup>1</sup> for first consideration, followed by applicants from other AOCCs; only if no suitable candidates are identified can we consider external candidates.

While I will prepare a formal hiring report for the next Personnel Committee meeting, I am delighted to inform you that the successful candidate is Nanor, who has worked in Applegrove's after-school and camp programs for about 3 years, as well as in office and retail environments. She will work Monday to Friday from 8:30 a.m. to 12:30 p.m. starting Jan. 25.

### **Donor Thanks**

Earlier this week, Renate shared some feedback that I want to share with you. One of her personal friends had sponsored her in the Toronto Challenge, and one of you wrote a note on a "kid-made" card. Renate's friend told her that she was delighted to receive this; Christmas is a difficult time as both her husband and a son died near the holidays. But looking at the card and reading your words cheered her up so much that she made a point of letting Renate know.

Let's try to make these personal thanks part of Applegrove's plans every December!

### **Board Agenda**

Please note that the Board agenda includes the preliminary 2016 year-end financial report. There will be adjustments due to late expenses, etc. However, these figures should indicate the scale of the surplus/deficits expected Susan H and Jenef will continue to work on accruals, etc. during the week so I will bring their best estimate to the Board meeting. Consequently, although the agenda package does not include the financial report, the agenda includes reviewing it.

For PC, AC, HOBG and Teen, I anticipate there will be transfers to cover the budgeted revenue needs. These transfers will come from fundraising and donations as well as prior surplus. A motion for the transfers will be needed, something like "transfer the required funds for [specified programs] from charitable donations, fundraising and accumulated After-school Surplus". We have learned that the motion should not specify the amounts of the transfers since these may change with the adjustments. The motion must be made at the January Board meeting; the auditor's field work begins on February 22.

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<sup>1</sup> For purposes of the collective agreement, this means a current union staff.



Because the *in camera* Personnel Committee item has a financial implication, the actual plan for the meeting is to open the Board of Directors meeting up to the Program Staff presentation; then hold the Board of Management meeting including the *in camera* discussion; close the Board of Management meeting; and continue with the Board of Directors meeting. The agenda times reflect this plan.

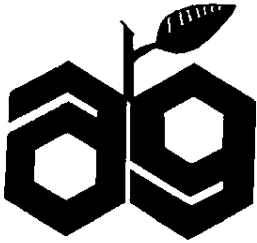
### **Complaints and Grievances**

There have been no additional complaints or grievances since my November report. As previously reported, we are proceeding to arbitration on an alternate rate grievance; the arbitration is scheduled for April 2016.

Annual Report on Fraud Investigations: no fraud was reported; no investigations were undertaken (see Correspondence/Information).

Respectfully submitted,

Susan Fletcher.



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## Correspondence / Information

January 2016

<b>From (Date Received)</b>	<b>Regarding</b>	<b>Action</b>
1. City Clerk (Dec. 17)	Toronto and East York Community Council agenda Jan. 19 will include Official Plan amendment regarding the Queen East/Ashbridges Planning Study. Includes development criteria for proposals fronting on Queen between Leslie and Coxwell.	R&F
2. City Clerk (Dec. 23)	Council passed a zoning bylaw on Dec. 10 the corrected labels, mapping, wording, references and regulations omitted in error.	R&F
3. City Clerk (Dec. 29)	Planning and Growth Management Committee agenda Jan 20 includes zoning bylaw amendments regarding Eglinton Crosstown LRT stations, storage facilities and poser sub-stations.	R&F
4. City Manager (Jan 5 via e-mail)	Request to report on fraud investigation reports to City internal Audit.	Completed Jan. 13.
5. TDSB (Jan. 11)	TDSB nominated Trustee Cary-Meagher to Applegrove Board of Manager for Dec. 1 2015 to Nov. 30 2016	Requested that Toronto and East York Community Council appoint Trustee Cary-Meagher

R&F = Receive and File



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Present: Irene Buncel, Sabrina Dias, Vai Teng Law, Jean Lim-O'Brien, Chris Sulway (Chair),  
Antoine Tedesco  
Regrets: Tolga Ay, Councillor McMahon, Neil Sinclair.  
Guest: Edward Birnbaum  
Staff: Susan Fletcher (Recorder)

### **1. Call to Order/Adoption of Agenda/Introductions**

At 7:05, Chris called the meeting to order. Quorum of 5 Directors was achieved. Additional items were added to the Finance/Program budgets, and by consensus, the agenda was adopted as amended.

### **2. Declaration of Conflicts of Interest**

None were declared.

### **3. Volunteer Hours**

Members provided their volunteer hours.

### **4. Donation Envelope**

The donation envelope circulated for the final donations for 2015.

### **5. Minutes of the last Meeting**

**MOTION** (Law/Lim-O'Brien)  
To accept the minutes of November 30, 2015.  
**Carried**

### **6. Wrong Doing and Reprisal**

The draft was based on another center's policy. During discussion, it was clarified that only staff are covered; volunteers and student placements have other mechanisms.

**MOTION** (Lim-O'Brien/Tedesco)  
To endorse the Applegrove Wrong Doing Policy.  
**Carried**

### **7. Hiring Guidelines**

In accordance with the Public Service Bylaw and the AOCC framework, this document represents direction to staff rather than a policy. The Personnel Committee reviewed and amended an earlier draft via e-mail. Susan identified areas of disagreement. During discussion, Board members noted the importance of having open and transparent processes, even when hiring staff for very small positions or when qualified internal union

Board of Directors Minutes

December 14, 2015

2

staff had indicated they would apply. Board members agreed on the value of Applegrove experience for most positions.

Susan will revise and implement the Hiring Guidelines in accordance with the discussion.

**MOTION** (Dias/Sinclair)

To discuss the next items *in camera* (without guests or staff other than the Executive Director), as they deal with identifiable individuals or confidential information.

**Carried**

Edward left the meeting for this discussion.

**8. Finance**

8.1. Program Budgets

Susan outlined the anticipated 2015 year-end and presented budgets for all program areas as well as summary across the programs. The Board referred one issue to the Personnel Committee.

8.2. Parental Leave Staffing Plan

Susan reported that the Bookkeeper would take parental leave starting at the end of January and presented a staffing plan.

**MOTION** (Tedesco/Dias)

To return to the public meeting.

**Carried**

**MOTION** (Lim-O-Brian/Tedesco)

To endorse the program budgets as circulated.

**Carried**

**MOTION** (Lim-O-Brian/Law)

To endorse the parental leave staffing plan as proposed.

**Carried**

**9. Directors' Concerns**

None

**10. Adjournment**

The meeting was adjourned on a motion by Sabrina Dias, seconded by Vai Teng Law.

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Chair

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Secretary

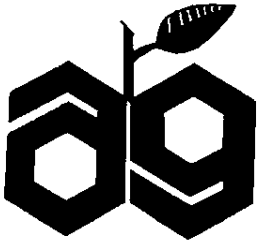
**Applegrove Statistics**

**2015 Printed January 14, 2016**

Note: added new column with cumulative total different participants

Cumulative different people	January	February	March	April	May	June	July	August	September	October	November	December	Totals	
<b>Applegrove Parent/Child Drop-in</b>														
Children	693	695	653	835	745	675	610	639	550	540	671	610	560	7,783
Parents	628	271	212	243	255	199	183	206	197	174	265	227	189	2,621
Caregivers		239	218	307	263	248	223	196	176	204	245	219	206	2,744
Subtotal		1,205	1,083	1,385	1,263	1,122	1,016	1,041	923	918	1,181	1,056	955	13,148
<b>The Applegrove Connection (previously Edgewood)</b>														
Children	171	8	23	59	72	39	47	0		194	178	166	179	965
Parents	139	6	20	46	41	23	26	0		61	37	46	39	345
Caregivers		0	0	5	11	5	17	0		60	72	53	65	288
Subtotal		14	43	110	124	67	90	0	0	315	287	265	283	1,598
<b>Helping Our Babies Grow</b>														
Infants and Children	49	36	17	38	28	35	55	54	44	25	39	77	52	500
Moms	64	41	18	40	32	43	62	43	47	43	43	80	49	541
Subtotal		77	35	78	60	78	117	97	91	68	82	157	101	1,041
<b>Therapeutic Play</b>														
Children		4	10	20	11	12	8	15	2	0	0	12	6	100
Adults		4	10	20	9	12	8	8	2	0	0	12	6	91
Subtotal		8	20	40	20	24	16	23	4	0	0	24	12	191
<b>Children and Youth</b>														
Summer Camp	137							1,149	732					1,881
After4, PA, March	75	1,030	981	1,184	1,289	1,079	1,102			1,042	1,208	1,212	828	10,955
Leadership								209	98					307
Teen		55	67	71	94	0	0			0	87	102	19	495
Subtotal		1,418	1,048	1,255	1,383	1,079	1,102	1,358	830	1,042	1,295	1,314	873	13,997
<b>Adult Programs</b>														
Seniors	194	221	139	317	235	248	233	144	89	191	284	231	98	2,430
Committee/Board hours		66	60	0	77	29	24	0	0	59	30	80	20	445
Other*		0	115	55	78	0	0	0	0	0	80	0	0	328
Subtotal		287	314	372	390	277	257	144	89	250	394	311	118	3,203
Phone and e-mail		325	288	406	308	221	298	304	288	371	371	345	311	3,836
<b>Total</b>	<b>2,150</b>	<b>3,334</b>	<b>2,831</b>	<b>3,646</b>	<b>3,548</b>	<b>2,868</b>	<b>2,896</b>	<b>2,967</b>	<b>2,225</b>	<b>2,964</b>	<b>3,610</b>	<b>3,472</b>	<b>2,653</b>	<b>37,014</b>
<b>Cumulative</b>		<b>3,334</b>	<b>6,165</b>	<b>9,811</b>	<b>13,359</b>	<b>16,227</b>	<b>19,123</b>	<b>22,090</b>	<b>24,315</b>	<b>27,279</b>	<b>30,889</b>	<b>34,361</b>	<b>37,014</b>	<b>37,014</b>
*Other includes Book Club, special events, Annual Meeting, Income Tax Clinic, Board Hours shown in month recorded, not worked														
Note: Edgewood was closed for all of January and most of February, then most of September-Dec 2014														
<b>2014 Comparison Monthly</b>														
Cumulative		3,322	3,188	3,627	4,189	3693	3,340	3,087	2,067	4,468	3,694	3,556	2,676	40,907
		3,322	6,510	10,137	14,326	18019	21,359	24,446	26,513	30,981	34,675	38,231	40,907	40,907
<b>2013 comparison Monthly</b>														
Cumulative		3,351	3,184	3,470	3,450	3480	2,914	2,920	2,686	4,673	3,514	3,628	2,470	39,739
		3,351	6,535	10,005	13,455	16935	19,849	22,769	25,455	30,128	33,641	37,269	39,739	39,739

Applegrove Statistics		2014		Printed January 16, 2015																	
Month	January	February	March	April	May	June	July	August	September	October	November	December	Totals								
Applegrove Parent/Child Drop-in																					
Children	799	838	920	1,000	928	795	618	683	669	854	689	484	9,277								
Parents	240	263	234	257	242	198	173	161	277	356	249	175	2,825								
Caregivers	304	324	367	396	355	322	254	263	244	307	265	180	3,581								
Subtotal	1,343	1,425	1,521	1,653	1,525	1,315	1,045	1,107	1,190	1,517	1,203	839	15,683								
The Edgewood Connection																					
Children	0	20	174	309	172	133	0		35	0	17	35	895								
Parents	0	3	16	46	23	6	0		8	0	6	16	124								
Caregivers	0	7	84	157	91	77	0		22	0	7	10	455								
Subtotal	0	30	274	512	286	216	0	0	65	0	30	61	1,474								
Helping Our Babies Grow																					
and Children	30	23	16	25	49	40	37	29	45	56	57	35	442								
Moms	26	33	37	36	77	61	49	40	68	68	54	40	589								
Subtotal	56	56	53	61	126	101	86	69	113	124	111	75	1,031								
Therapeutic Play																					
Children	6	11	10	0	11	14	18	2	3	14	15	0	104								
Adults	6	10	10	0	11	15	18	2	3	14	14	0	103								
Subtotal	12	21	20	0	22	29	36	4	6	28	29	0	207								
Children and Youth																					
Summer Car							1,177	437					1,614								
After-School	958	933	860	1,221	1,041	1,044			970	1,210	1,112	768	10,117								
Leadership							222	104					326								
Teen	38	68	72	36	0	0			0	45	0	0	259								
Subtotal	1,322	1,001	932	1,257	1,041	1,044	1,399	541	970	1,255	1,112	768	12,642								
Adult Programs																					
Senior	220	263	323	226	273	257	207	117	270	350	265	142	2,913								
Comm	97	30	6	98	64	25	0	0	75	51	0	0	446								
Other*	0	20	60	80	0	25	0	0	1,500	90	0	0	1,775								
Subtotal	317	313	389	404	337	307	207	117	1,845	491	265	142	5,134								
Phone and e-mail	272	342	438	302	356	328	314	229	279	279	806	774	4,719								
Total	3,322	3,188	3,627	4,189	3,693	3,340	3,087	2,067	4,468	3,694	3,556	2,659	40,890								
*Other includes Book Club, special events, Annual Meeting, Income Tax Clinic,														Board Hours shown in month recorded, not worked							40,890
Cumulative	3,322	6,510	10,137	14,326	18,019	21,359	24,446	26,513	30,981	34,675	38,231	40,890	40,890								
Note: Edgewood was closed for all of January and most of February 2014																					
2013 comparison M	3,351	3,184	3,470	3,450	3480	2,914	2,920	2,686	4,673	3,514	3,628	2,470	39,739								
Cumulative	3,351	6,535	10,005	13,455	16935	19,849	22,769	25,455	30,128	33,641	37,269	39,739	39,739								



# APPLEGROVE COMMUNITY COMPLEX

60 Woodfield Road, Toronto, Ontario M4L 2W6

Tel: 416-461-8143 Fax: 416-461-5513

www.ApplegroveCC.ca

**“TOGETHER, BUILDING OUR COMMUNITY”**



## Community Integration Committee Meeting Notes

Wednesday, January 13, 2016 @ 6:30 p.m.

**Present:** Sabrina Dias, Vai Teng Law, Jean Lim, Susan Fletcher (recorder)

**Regrets:** Ann McKechnie, Antoine Tedesco

### 1. Next Meeting

Wed. March 2 @ 6:30

### 2. Notes from last meeting

- accepted by consensus

### 3. Board nominations and AGM Planning

#### a. Nominations

- Susan reported that she had sent the notice to the City and expects it to be posted shortly
- the notice will be in the newsletter mailing going out on Jan. 15.
- Susan will arrange for the notice to go on the website and Facebook.
- nominations close Feb. 25.
- the March 2 committee meeting will review applications.

#### b. Speaker for AGM

- Blair Francey accepted our invitation (Nuit Blanche, Department of Imaginary Affairs, East End Stories)
- in discussion, members noted developments in the neighbourhood and the design guidelines for the Ashbridge Precinct. Suggested asking a City Planner to offer a session about neighbourhood developments during the Community Info Fair.

### 4. Census data

- members reviewed data from the City's Neighbourhood Profiles (see samples at the end of the notes) and suggested similar data and charts/graphs would be useful.
- Vai will prepare them for the next meeting.

### 5. Online Presence: Website refresh next steps

- Antoine is continuing to work on the website; if he needs input before the March meeting, we can meet in February.
- some members are interested in participating when he trains Applegrove staff.
- when the new site is ready:
  - Applegrove staff will be able to add and update information
  - in response to requests that committee members have noted, the next month's program calendars will be posted when finalized, probably about the 25<sup>th</sup>
  - after perhaps a year of experience with the new site, staff will try to develop an agency-wide calendar but will retain program calendars with greater detail.
  -

**6. Next Meeting**

Wed. March 2 @ 6:30

Agenda to include:

- review of nomination forms received
- census data

**Greenwood-Coxwell (65)**

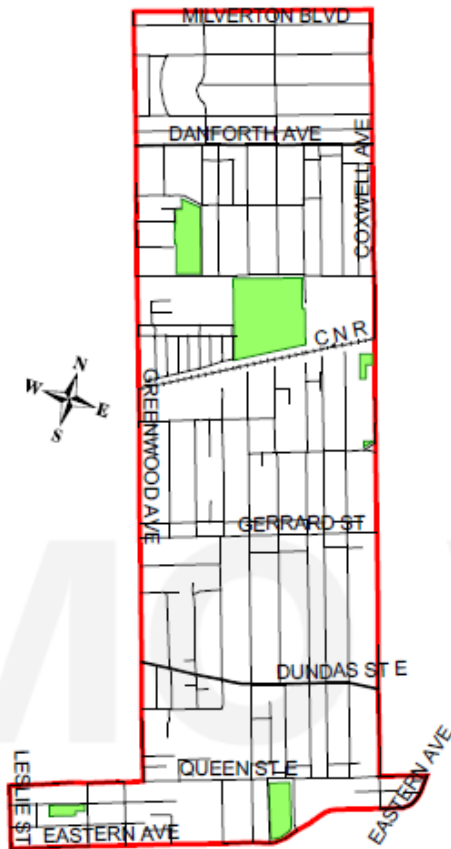
**Top 20 Non-Official Mother Tongue Languages**

	# of People	
Cantonese	1,180	8.4%
Chinese, n.o.s.	510	3.6%
Urdu	400	2.9%
Spanish	210	1.5%
Panjabi (Punjabi)	200	1.4%
Mandarin	190	1.4%
Greek	185	1.3%
Italian	155	1.1%
Vietnamese	155	1.1%
Tagalog (Pilipino, Filipino)	115	0.8%
German	85	0.6%
Hindi	80	0.6%
Portuguese	70	0.5%
Gujarati	60	0.4%
Macedonian	55	0.4%
Tamil	55	0.4%
Amharic	50	0.4%
Japanese	50	0.4%

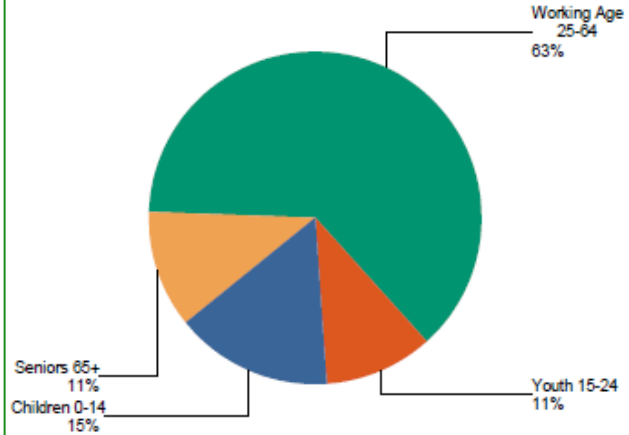
**Top 20 Non-Official Home Languages**

	# of People	
Cantonese	890	6.3%
Chinese, n.o.s.	350	2.5%
Urdu	330	2.4%
Panjabi (Punjabi)	135	1.0%
Mandarin	130	0.9%
Spanish	110	0.8%
Greek	100	0.7%
Vietnamese	90	0.6%
Italian	70	0.5%
Tagalog (Pilipino, Filipino)	70	0.5%
Hindi	60	0.4%
Bengali	35	0.2%
Gujarati	35	0.2%
Macedonian	30	0.2%
Tamil	30	0.2%
Amharic	20	0.1%
Fukien	20	0.1%
Hungarian	20	0.1%





**Population by Age Group**

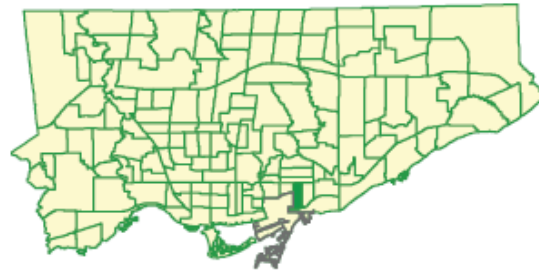
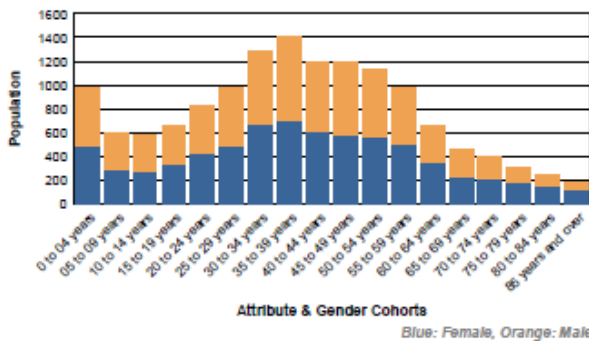


How does Greenwood-Coxwell differ from the equivalent City of Toronto Age Groups?

Children 0-14	0.3%
Youth 15-24	-17.4%
Working Age 25-64	9.3%
Seniors 65+	-21.8%

**Population by Age and Gender**

For Greenwood-Coxwell







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## Applegrove Events and Board / Committee Meetings – January 15, 2016

Office Phone 416-461-8143

“Together, Building Our Community”

Please note that Board meetings are on Monday evenings, usually the last Monday of the month.

January 2016 Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
17	18	19 7 Revenue Generation	20	21	22 PA Day	23
24	25 Board	26	27 6:00 Dance Planning	28	29	30
31						

February Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 6:00 Dance Planning	4	5	6 <b>Family Dance</b>
7	8 7:00 Personnel Committee	9	10	11	12 PA Day	13
14	15 Applegrove Closed for Family Day	16	14	15	19	20
21	22 Board	23	24	25	26	27
28	29 Leap Day!					

March Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 6:30 Community Integration Committee	3	4	5 <b>Community Info Fair</b>
6	7 7:00 Personnel Committee	8	9	10	11	12
16	14	15	16 <b>Seniors Wellness Fair</b>	17	18	19
March Break						
20	21 Board?	22	23	24	25 Applegrove Closed for Good Friday	26
27 Happy Easter	28 Applegrove closed for Easter Monday	29 <b>Annual General Meeting</b>	30	31		

**Bold** = community event. *Italics* = an important change. Underline = an Applegrove special event. [Brackets] = another group's meeting or event

**Applegrove Events and Board / Committee Meetings – January 15, 2016**  
**Office Phone 416-461-8143**

<b>April</b>	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1	2
3		4	5	6	7	8	9
10		11	12	13	14	15	16
17		18	19	20	21	22	23
24		25 Board	26	27	28	29	30

<b>May</b>	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1		2	3	4	5	6	7
8		9	10	11	12	13	14
15		16	17	18	19	20	21
22		23 Applegrove Closed for Victoria Day	24	25	26	27	28 [Duke Make-It Fair]
29		30 Board	31				

<b>June</b>	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3	4
5		6	7	8	9	10 PA Day	11
12 <b>Toronto Seniors Challenge</b>		13	14	15	16	17	18
19		20 Board?	21	22	23	24	25
26		27	28	29 Last Day of School	30	Applegrove Closed for Canada Day	

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**Applegrove Events and Board / Committee Meetings – January 15, 2016**  
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<b>July</b>	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Applegrove Closed for Canada Day	2
3	4 First Day of Camp	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31	Applegrove Closed for Simcoe Day						

<b>August</b>	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Applegrove Closed for Simcoe Day	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	14	15	19	20	
21	22	23	24	25	26 Last Day of camp	27	
28	29	30	31				

<b>September</b>	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2	3
4	5 Applegrove Closed for Labour Day	6 First Day of School	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24 [Duke Fun Fair?]	
25	26 Board	27	28	29	30		

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**Applegrove Events and Board / Committee Meetings – January 15, 2016**  
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<b>October</b>						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10 Applegrove Closed for Thanksgiving	11	12	13	14	15
6	17	18	19	20	21	22
23	24 Board	25	26	27	28	29
30	31 <b>Happy Halloween!</b>					

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