



60 Woodfield Road, Toronto, Ontario M4L 2W6

Tel: 416-461-8143 www.applegrovecc.ca

Board of Management Meeting – September 8, 2025

AGENDA

7:00

- A. Call to Order/Adoption of Agenda
- B. Introductions
- C. Land Acknowledgement and TRC Call to Action
- D. Declaration of Conflicts of Interest
- E. Minutes of July 8, 2025 Board of Management Meeting (*attached*)

7:10

- F. Finance
 - F.1. Year-to-Date Financial Report (*attached*)
 - F.2. 2026 Core Admin Budget Submission (*briefing note sent separately*) 2023 Core
 - F.3. Admin Deficit Update
 - F.4. 2024 Program Account Fund Transfers (*briefing note sent separately*)

7:50

- G. Personnel & Policy Committee – no meeting

7:50

Motion needed to discuss the next item in camera, as it deals with confidential information.

- H. Job Evaluation Update

Motion needed to return to the public meeting.

8:05

- I. Board
 - I.1. Board Orientation Check-In
 - I.2. 2025-2026 Board Meeting and Events Schedules (*attached*)
 - I.3. Board Learning Moment

8:20

- J. Program Update (*attached*)

8:30

- K. Executive Directors Report
- L. Correspondence Received

8:40

- M. Adjournment

**Minutes of the Board of Management Meeting
July 08, 2025 – In-Person**

Applegrove is a vibrant and welcoming place that delivers programming to foster joy, promote wellbeing, enrich lives and build community.

Present: Brian Buchan, Brian Wood, David Hoang, Jean Lim O’Brien, Juanita Morris, Pat Jordan, Tammy Rogers, Sue Munn (outgoing)
Regrets: Sarah Lasch (outgoing), Sara Ehrhardt, Councillor Fletcher, Rachel Power, Kirstin Vanderpark, Camille Bettonville (outgoing)
Staff: Susanne Burkhardt, Josh Grainger (Recorder)

A. Call to Order/Adoption of Agenda

Susan called the meeting to order. Quorum was met and the agenda was amended to correct the item letters, remove second item “H” and adjust remaining items. Agenda was adopted as amended. This meeting included members of both the outgoing (2024–2025) and incoming (2025–2026) board. Applegrove’s new board appointments were approved by the Toronto East York Community Council on July 14, 2025 and quorum was based on 2025-2026 board members.

As officer selection was on the agenda, it was proposed and agreed that outgoing Chair Susan Munn would chair the meeting.

MOTION (Buchan/ Lim O’Brien)
To appoint outgoing Board Chair, Susan Munn, to chair the July 8, 2025 board meeting.

B. Introductions

Introductions were done.

C. Indigenous Land Acknowledgment

Jean reflected on the film One Day in the Life of Noah Piugattuk and her conversation with actor Apayata Kotierk. The film highlighted the forced transition from traditional Inuit life to settlements. She emphasized the severe housing crisis in Inuit communities and failure of the 2019 federal housing strategy, including poor oversight, outdated inspections and under-resourced implementation. Sue and Juanita echoed concerns about government accountability and housing issues. Brian B. will provide a reflection at September’s meeting.

D. Declaration of Conflicts of Interest

No conflicts of interests declared.

E. Minutes of May 26 Board of Management Meeting

Susanne noted that Pat Jordan's name was missing from the Board Members present list. Susanne will amend the minutes accordingly.

MOTION (Jordan/Rogers)

To accept the minutes of the May 26, 2025 Board of Management meeting as amended.

Carried

F. Finance

F.1. Year to Date Financial Report

Susanne presented the financial report, noting a surplus in the admin budget due to underspending in supplies and staffing. The program budget showed a favourable variance from permit relief, small grants, and deferred revenue. Expenses were also lower due to staffing transitions and bargaining projections. Discussion followed about the TDSB now being managed directly by the province. Concerns were raised about potential impacts on Applegrove's lease. While the space appears secure, the loss of trustee advocacy and rising costs were noted. Members discussed advocacy opportunities through the SPACE coalition and engaging the City's real estate department. It was noted that the City is obligated to help find alternate space for Applegrove if needed.

MOTION (Rogers/Lim O'Brien)

To accept the year to date financial report.

Carried

MOTION (Wood/Buchan)

To discuss the next item in camera, as it deals with confidential information.

Carried

G. In Camera Minutes of May 26, 2025 Meeting

Minutes were distributed and reviewed.

MOTION (Morris/Rogers)

To return to the public meeting.

Carried

MOTION (Jordan/Wood)

To approve in camera minutes of the May 26, 2025 Board of Management meeting.

Carried

H. Board

H.1. Board Learning Moment

Susanne introduced a “Board Learning Moment,” where members share topics at meetings. She presented on the City Admin budget process, reporting requirements and how surpluses and deficits are handled. David asked if this would continue. Susanne confirmed and he appreciated the knowledge sharing for new members.

H.2. Board Orientation

Susanne shared that the Board Manual was sent on June 20. A 101 orientation will be held in August, with a Board Manual review in October. AODA training is mandatory, and additional non-profit and City board training is available. Susan noted new members will be paired with mentors. Buddies were selected.

H.3. Board Meeting Schedule

Susanne shared that board meetings have been held on the last Monday of the month, but this timing has delayed financial reporting for the Strategy & Finance Committee. As discussed in February, the schedule is being revisited with the new board. The board decided to adjust the schedule to the second Monday of each month. Susanne will circulate the updated schedule for review and approval.

MOTION (Morris/Buchan)
To hold monthly board meetings on the second Monday of each month as of September 8, 2025.
Carried

H.4. Board Terms of Reference

Susanne highlighted the changes proposed by each committee to update their Terms of Reference.

MOTION (Jordan/Rogers)
To approve the proposed amendments to the Personnel & Policy Committee terms of reference.
Carried

MOTION (Lim O’Brien/Rogers)
To approve the proposed amendments to the Strategy & Finance Committee terms of reference.
Carried

MOTION (Buchan/Jordan)
to approve the proposed amendments to the Membership, Outreach & Inclusion Committee terms of reference.
Carried

H.5. Officers and Committees

i) Select Officers

Susan reviewed officer roles and terms, noting Chair and Vice Chair are leaving. All members were invited to express their interest in the officer positions, or to nominate others. Brian and Tammy expressed interest to continue as Treasurer and Chair respectively; Kirstin expressed interest in being Vice Chair. Jean nominated Pat for Secretary and Brian W. for MOI Chair.

ii) Select Committee Members

Susan presented committee selection guidelines and thanked current members. She noted that each committee required a chair, and their minimum number of members. Members discussed their preferences and membership was determined. Each committee was asked to confirm a chair.

MOTION (Lim O'Brien/Jordan)

To appoint the Officers as proposed, for a 1-year term to start as of today July 8, 2025, and until their successors are appointed:

- Chair: Tammy
- Vice-Chair: Kirstin
- Treasurer: Brian B.
- Secretary: Pat

Carried

MOTION (Hoang/Rogers)

To approve the standing committee membership and chairs as proposed for a 1-year term as of today July 8, 2025, and until their successors are appointed.

- Personnel & Policy: Kirstin, Sara, Tammy (chair)
- Strategy & Finance: Brian B (chair), Jean, Pat
- Membership, Outreach & Inclusion: Brian W (chair), David, Juanita, Rachel

Carried

H.6. Policy

i) East End Food Hub Space Use Policy and Fees Update

Item deferred to next meeting.

I. Program Update

Prenatal in-person sessions had low attendance so summer outdoor activities are being tested. EarlyON shifted locations for summer with activities to boost participation. Afterschool fundraiser raised \$525. Youth programs submitted final report and held a fundraiser. Summer camp started with new staff and neurodiversity training. Older Adults have trips planned, a new fitness class, and funding for upcoming projects. The Food Hub partners are planning a fall event on food insecurity, joint fundraising for a new stove and a social. The Sanctuary is being rebranded as a venue and a space visioning session was held.

J. Executive Director's Report

The admin team has relocated to the Food Hub for the summer. It is more crowded and noisy than the office but interesting to be there also. The food hub lease expires in December and Susanne is in contact with the City's Real Estate Management group regarding renewal. Trustee Ehrhardt's status as a school trustee remains unclear, due to provincial takeover of TDSB management. Planning for the East End Music Fest on October 25 is underway. Susanne asked board members for sponsorship leads and to consider joining the Planning Committee.

K. Correspondence Received

No correspondence received.

MOTION (Lim O'Brien/Rogers)
To accept the Program Update.
Carried

MOTION (Buchan/Jordan)
To accept the Executive Director's Report.
Carried

L. Adjournment

The meeting was adjourned on a motion by Brian Buchan, seconded by Tammy Rogers.

Chair

Secretary

FINANCIAL VARIANCE REPORT
For the period ended July 31, 2025 (January 1 to July 31)

Note:

Due to staff vacation and end of summer move timing it was not possible for Finance to move (accrue) payments that were made in August but reflect costs incurred in July such as payroll for July 19 – 31 and EarlyON and Seniors grant allocation adjustments. This is generally done to provide a clear picture of month to month and year to date expenses. The expenses shown for both the Admin and Program budgets reflect this. Accruals will be included in the next monthly year-to-date report.

Admin - City of Toronto Budget

REVENUE

Total budget revenue for 2025	\$798,066
YTD budget gross revenue	\$465,539
YTD actual gross revenue	\$455,018 an unfavourable variance of \$10,520 .

The unfavourable variance is due to the calendarization of the budget over 12 months vs the City's payment schedule. The actual revenue amount also includes \$458 in bank interest.

EXPENSES

Total budget expenses for 2025	\$798,066
YTD budget gross expense	\$477,322
YTD actual gross expense	\$420,695 a favourable variance of \$56,628 .

The positive favourable variance reflects:

- Accruals not entered into Sage for the month of July due to the move to the food hub and staff vacations.
- Underspending in salary and benefits:
 - for union staff, due to timing of bargaining (retroactive payments will be made once the collective agreement is ratified)
 - due to Program Director salary differential (funds to be applied to 3-month contract Projects Coordinator currently being hired)
- Underspending in materials, furniture & equipment and purchased services in part due to timing of expenditures.

Applegrove Community Complex

Statement of Operations

As of July 31, 2025

	Admin		Variance	
	Actual	Budget	\$	%
EXPENSES				
Salary	201,924	242,187	40,263	17% No salaries accrual for July 19-31, 2025
Benefits	82,590	86,396	3,806	4% No benefits accrual for July 19-31, 2025
Materials & Supplies	1,477	2,382	905	38% Timing
Furniture & Equipment	7,396	5,871	-1,525	-26% Timing
Purchased Services	127,308	140,486	13,178	9% Timing
Total	420,695	477,322	56,628	965%
INCOME				
Government Funding				
City of Toronto	454,560	465,539	10,979	2% No accrual for City advance on Jan and Feb 2025
Total Government	454,560	465,539	10,979	2%
Others				
Misc.	458	0	(458)	
Total Others	458	0	(458)	
TOTAL INCOME	455,018	465,539	10,520	
SURPLUS(DEFICIT)	34,324	(11,784)	46,107	10%

Program Budget

REVENUE

Total budget revenue for 2025	\$906,706
YTD budget gross revenue	\$502,945
YTD actual gross revenue	\$594,593 a favourable variance of \$91,648

The favourable \$91,648 variance reflects:

- Unbudgeted new grant for Income Tax Clinic (\$3,500).
- Deferred 2024 income not yet known when budget was approved (\$47,916 remaining).
- Funds allocated to cover increased salaries and benefits after bargaining (c.a. \$15,000).
- Admin funding availability to support Afterschool permit costs from Jan-Apr (\$10,300).

EXPENSES

Total budget expenses for 2025	\$906,704
YTD budget gross expense	\$527,521
YTD actual gross expense	\$466,885 favourable variance of \$60,637

The positive \$60,637 expense variance reflects:

- Accruals not entered on Sage for the month of July due to move and staff vacations.
- Reduced salary costs due to short term vacancies in the Child and Youth Coordinator Program Assistant and Afterschool Lead positions as a cascading result of the transition to the new Program Director.
- Underspending in salary and benefits for union staff, due to timing of bargaining (retroactive payments will be made once the collective agreement is ratified).
- Admin funding availability to support Afterschool permit costs from Jan-Apr (normally these funds are used for summer camp, but they were not required for that program this year due to the summer relocation).

Applegrove Community Complex
Statement of Operations
As of July 31, 2025

	Program		Variance		
	Actual	Budget	\$	%	
EXPENSES					
Salary	284,551	315,251	30,701	10%	Part due to projected increase after union negotiations and other part we did not entered and accrual entry for July 19-31
Benefits	50,859	70,707	19,848	28%	As above
Materials & Supplies	52,818	52,441	-377	-1%	
Furniture & Equipment	2,690	331	-2,359	-712%	Timing
Purchased Services	75,967	88,792	12,824	14%	Timing
Total	466,885	527,521	60,637	11%	
INCOME					
Government Funding					
City of Toronto	190,540	166,051	-24,489	-15%	No monthly allocation done for EarlyON program. Summer Camp City and CSP City funds not yet received.
Province of Ontario	52,671	37,500	-15,171	-40%	Senior Special Grant was received
Federal Government	48,899	27,656	-21,242	-77%	Canada Summer Jobs grant was received
Total Government	292,110	231,208	(60,902)	-26%	
Non-Government Funding					
Charitable Organizations	1,641	3,600	1,959	54%	United Way and Toronto Start Fresh Fund
Foundations/Corporations	500	0	-500		
Total Non-Government	2,141	3,600	1,459	41%	
Donations/Fundraising					
Charitable Donations-Individual	20,362	381	-19,981	-5244%	Includes \$10,000 defer from 2024
Charitable Donations-Business	3,500	0	-3,500		Includes \$2,400 defer from 2024
Fundraising	5,136	1,190	-3,946	-332%	\$2,400 Defer from 2024
Total Donations/fundraising	28,998	1,571	(27,427)	-1746%	
Others					
User Fees	250,734	249,991	-743	0%	Some Summer Camp and Afterschool adjustments to be made Unbudgeted expense recovery for staff participation in the job
Misc.	20,610	16,576	-4,035	-24%	evaluation process
Total Others	271,345	266,567	(4,778)	-2%	
TOTAL INCOME	594,593	502,945	-91,648	-18%	
SURPLUS(DEFICIT)	127,708	(24,576)	152,284	-620%	



Board & Board Committee Meeting Schedule Jul 2025 – Jun 2026

- All meetings are open to the public except when confidential information is being discussed.
- In person meetings are held at 60 Woodfield Road, Archive Room.
- To participate in a meeting please email sburkhardt@applegrovecc.ca no later than one day prior to the scheduled meeting. A link with instructions will be emailed to you.

BOARD - Mondays 7:00 -9:00pm

Jul 8, 2024	(in-person)	Feb 9, 2026	(In person)
Sept 8, 2025	(in person)	Mar 9, 2026	(virtual)
Oct 6, 2025	(virtual)	Apr 13, 2026	(in-person)
Nov 10, 2025	(in person)	May 11, 2026	(virtual)
Jan 12, 2026	(virtual)	Jun 10, 2026 AGM	(in person)

COMMITTEES OF THE BOARD

Membership, Nominations & Outreach – Wednesdays 7pm (virtual)

Sept 24, 2025	Feb 25, 2026
Oct 22, 2025	Mar 25, 2026
Nov 26, 2025	Apr 22, 2026
Dec 17, 2025 (if needed)	May 27, 2026
Jan 25, 2026	

Strategy & Finance – Wednesdays 5pm (virtual)

Sept 24, 2025	Feb 25, 2026
Oct 22, 2025	Mar 25, 2026
Nov 26, 2025	Apr 22, 2026
Dec 17, 2025 (if needed)	May 27, 2026
Jan 28, 2026	

Personnel & Policy – Wednesdays 4:30 pm (virtual)

Sept 17, 2025	Feb 18, 2026
Oct 15, 2025	Mar 18, 2026
Nov 19, 2025	Apr 15, 2026
Dec 10, 2025 (if needed)	May 20, 2026
Jan 21, 2026	

2025 Calendar of Events and Activities - Applegrove Board

JANUARY
FEBRUARY
Feb 3 @ 6pm – DEIB Book Club
MARCH
APRIL
April 13 10am-12pm – Spring Planting Event at East End Food Hub
MAY
May 5 @ 6pm – DEIB Book Club
May 24 10am-5pm – Doors Open at East End Food Hub
JUNE
Jun 12 @ 6 pm – AGM
JULY
July 8 – Board Meeting
AUGUST
Aug 5 – Staff Board Summer Social
Aug 13 – Applegrove 101 (Board Orientation)
Aug 19 - Seniors Movie Matinee Event at East End Food Hub
SEPTEMBER
TBD - Board Manual Review Session
OCTOBER
Oct 25 – East End Music Fest
NOVEMBER
Nov 3 @ 6pm – DEIB Book Club
Nov 14 – Seniors Active Living Fair
Nov 24 @ 5 pm– Nourish Community Dinner
DECEMBER
Dec 4 @ 6pm – Staff Board Winter Social
TBD – Toy Drive wrapping
Dec 13 @ 10am – Toy Drive pick up event

Program Update – Summer 2025

Prenatal Program

- Had to cancel July's in-person program due to extreme heat and poor AQI.
- August in-person session went ahead with relief staff- Louise on vacation.

EarlyON Programs

- Steady participation – for the summer season.
- Park days (Wednesdays) were successful and well attended.
- New kitchenette and fridge ordered for Food Hub location – to be installed in September.
- Indigenous circle time in August with guest presenter.

Afterschool

- 82/85 children registered to date – we expanded the group sizes to 17 from 16
- Many returning staff – training was on August 27.
- Some parent concerns re. the level of programming came in at the end of last year, will bring this to the attention of the staff and set clear expectations around programming
- Implementing new evaluation activities, including new parent advisory meetings.

Youth Programs

- Program sessions will start earlier this year - in late September.
- Hiring happened at end of summer, time will be given for targeted outreach and promotion leading into the first session.

Summer Programs

- Another successful summer.
- New coordinators rose to the challenge of the transition year; lots of new staff and new roles for existing staff.
- Lots of positive feedback given verbally from parents, Program Evaluation sent to all participants and results will be reviewed in the fall.
- Staff evaluations were done at the end of summer. Some staff and LIT challenges were reported but overall majority of staff expressed very positive experiences at camp.

Older Adults

- Summer was full of trips and the seniors can't get enough of them! Josh attended one and is building good relationships with many of the seniors in the program. Some concerns raised around registration practices – to be visited in the fall.
- Thriving Together: 10-15 volunteers signed up for this leadership program. First meeting was held. Food Handler's training is being planned with the food hub in October. One leader has volunteered to run a Ukulele Club as part of the initiative- Josh in process of sourcing ukuleles. Many are interested in advancing fundraising in the program.

- A few programs were held at the Ashdale Library, we had a good relationship with the previous librarian, starting to foster a new one with the current librarian.
- Grant submitted to Ecclesiastical Community Impact Grant to support Food Champions programs and more trips.
- New Horizons grant will be submitted mid-September, to continue funding the Thriving Together Program with a special focus on partnering with Nourish East End and TCHC to target seniors facing significant barriers to access and/or food.

Food Hub <https://www.eastendfoodhub.org/>

Programming:

- Applegrove staff built stronger relationships with all the Food Hub partners and programs being there this summer.
- Besides a medical incident, the Seniors Movie Matinee co-hosted by Applegrove and the Leslieville Market was a huge success – 56 seniors attended. Lots of learning afterwards but a great first joint event. More to come!
- Joint Food Handler’s training is scheduled for food hub partners on October 3.
- Facility improvement are ongoing and linked to a collaborative space visioning process:
 - 2 large outdoor signs were installed on the exterior walls of the church
 - New exterior lighting being installed in September for safety and visibility
 - New wayfinding signs installed throughout the building
 - The basement stage is scheduled to be removed in September.
 - New kitchenette to be installed in the Early ON room in late September
 - Remaining pews will be removed after the East End Music Fest (EEMF)
 - East End United is looking at mobile seating options to replace the pews, options to be brought forward shortly
 - Further re-visioning designs will also be shared for review shortly.
- Applegrove and Leslieville Market met to discuss activation ideas for promoting the EEMF at markets. A joint partner training will be scheduled so all partners are aware of how to make the most of and foster a positive experience while at the market.
- Josh and Jake attended the August 31 Farmer’s Market to promote the EEMF by encouraging the community to help create an East End Mural for the event.

Grants:

- We did not receive the HelpAge Canada to support seniors programming or the Metcalf Foundation grant to improve the Sanctuary as a multi-purpose space and market hall. We continue to seek new grant opportunities.

Governance:

- East End Food Hub Governance Committee quarterly meeting was held on July 15.
- The Operations Committee continues to meet biweekly and is key to successful operations, space sharing and programming. Josh has joined and will continue to attend.
- We are finalizing a system to ensure spaces are left tidy and clean – cleaning kits to be provided in all room, along with photos and guides to help with set-up/take-down.



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Tel: 416-461-8143 www.applegrovecc.ca

**Board of Directors Meeting
September 8, 2025**

AGENDA

8:40

1. Call to Order/Adoption of Agenda
2. Declaration of Conflicts of Interest
3. Minutes of July 8, 2025 Board of Directors Meeting (*attached*)
4. Homologation of September 8, 2025 Board of Management resolutions

8:50

5. Standing Committees
 - 5.1. Membership, Outreach & Inclusion Committee Report – no meeting
 - 5.2. Strategy & Finance Committee Report – no meeting

8:50

6. Directors' Concerns

9:00

7. Adjournment

Next Meetings and Events

Oct 6, 2025 Board Meeting (virtual)



**Minutes of the Board of Directors Meeting
July 08, 2025 – In-Person**

Applegrove is a vibrant and welcoming place that delivers programming to foster joy, promote wellbeing, enrich lives and build community.

Present: Brian Buchan, Brian Wood, David Hoang, Jean Lim O'Brien, Juanita Morris, Pat Jordan, Tammy Rogers, Sue Munn (out-going)
Regrets: Sarah Lasch (out-going), Paula Fletcher, Rachel Power, Kirstin Vanderpark, Monica Vela, Camille Bettonville (out-going)
Staff: Susanne Burkhardt, Josh Grainger (Recorder)

1. Call to Order/Adoption of Agenda

Susan called the meeting to order. Quorum was met and the agenda adopted. It was proposed and agreed in the July 8, 2025 Board of Management Meeting that outgoing Chair Susan Munn would chair this meeting.

2. Declaration of Conflicts of Interest

No conflicts of interests declared.

3. Minutes of May 26, 2025 Board of Directors Meeting

Minutes to be amended to include Pat Jordan in the Present list of board members.

MOTION (Morris/Rogers)

To accept the minutes of the May 26, 2025 Board of Directors meeting as amended.

Carried

4. Homologation of Board of Management Resolutions

MOTION (Jordan/Lim O'Brien)

To homologate the resolutions made by the Board of Management at its July 8, 2025 meeting as presented:

- *To appoint outgoing Board Chair Susan Munn to chair the July 8, 2025 board meeting.*
- *To accept the minutes of the May 26, 2025 Board of Management meeting as amended.*
- *To accept the year to date financial report.*
- *To accept the Program Update.*
- *To accept the Executive Director's Report.*

5. Standing Committees

5.1. **Membership, Outreach & Inclusion Committee Report**

No meeting was held.

5.2. **Strategy & Finance Committee Report**

i) *Fundraising Working Group Update*

Brian B shared that a brainstorming meeting with the committee was held in order to inform development of a fundraising strategy.

6. Board

6.1. **Board Meeting Schedule**

MOTION (Morris/Jordan)

To schedule board meetings on the second Monday of the month as of September 8, 2025.

Carried

6.2. **Board Committee Terms of Reference**

MOTION (Jordan/Rogers)

To confirm approval of the proposed amendments to the Personnel & Policy Committee terms of reference.

Carried

MOTION (Jordan/Rogers)

To confirm approval of the proposed amendments to the Strategy & Finance Committee terms of reference.

Carried

MOTION (Morris/Buchan)

To confirm approval of the proposed amendments to the Membership, Outreach & Inclusion Committee terms of reference.

Carried

6.3. **Officers and Committees**

MOTION (Lim O'Brien/Buchan)

To appoint Officers for a 1-year term to start as of today, July 8, 2025, and until their successors are appointed:

- Chair: Tammy
- Vice-Chair: Kristin
- Treasurer: Brian B.
- Secretary: Pat

Carried

MOTION (Jordan/Wood)

To confirm approval of the standing committee membership and chairs for a 1-year term to start as of today, July 8, 2025, and until their successors are appointed:

- Personnel & Policy: Kirstin, Sara, Tammy (chair)
- Strategy & Finance: Brian B (chair), Jean, Pat
- Membership, Outreach & Inclusion: Brian W (chair), David, Juanita, Rachel

Carried

7. Directors' Concerns

None.

Brian W. suggested using GoFundMe for East End Music Fest and Susanne noted that a campaign tied to the annual event could be explored. Jean asked about tax receipting and Susanne explained the difference for sponsors vs. donors. David asked about fees and to consider using Zeffy. Josh said Canada Helps is used due to integration and that E-transfers are possible but also have fees.

8. Adjournment

The meeting was adjourned on a motion by Tammy Rogers, seconded by Brian Buchan.

Chair

Secretary