

Minutes of the 1,256th meeting of the Hart House Board of Stewards held on Thursday, December 5th, 2013 at 5:30 pm in the Library.

- Present: Dr. Jonathan Steels (Chair)
Dr. Bruce Kidd (Warden)
Ms. Emma Arppe-Robertson (Recording Secretary)
Mr. Kenneth Davy (Governing Council Appointee)
Mr. Matt Dreger (Alumni Committee Chair)
Ms. Lucy Fromowitz (President [*ex officio*] Designate)
Ms. Susan Froom (APUS Appointee)
Mr. Terry Johnston (RAC Senior Member)
Ms. Natalie Lai (Art Committee Secretary)
Dr. Helen Slade (Presidential Appointee)
Ms. Susanne Waldorf (GSU Representative)
Ms. Elizabeth Wooster (RAC Secretary)
Ms. Emiry Yu (Finance Committee Secretary)
Ms. Sophia Zamaria (Farm Committee Secretary)
Ms. Freda Zhang (Music Committee Secretary)
- Guests: Mr. Dermot Brennan (Facilities Manager)
Ms. Rita O'Brien (CAO)
Ms. Jenifer Newcombe (Assistant Director, Programme Administration)
Mr. Paul Templin (Director of Meeting and Event Services)
Mr. Christopher Reginbald, (Exhibition and Projects Coordinator)
Mr. Peter Wambera (Senior Development Officer)
- Regrets: Mr. Hamza Ansari (UTM Representative)
Mr. Guled Arale (UTSC Representative)
Ms. Jingwei Chen (Literary and Library Committee Secretary)
Ms. Anita Comella (Presidential Appointee)
Ms. Maia Johnstone (Social Justice Committee Secretary)
Ms. Erin Makino (Music Committee Secretary)
Ms. Jesica Samuel (Theatre Committee Secretary)
Ms. Agnes So (UTSU Appointee)
Mr. Louis Tsilivis (Debates Committee Secretary)
Ms. Theresa Waclawek (Farm Committee Secretary)

1. Approval of the Agenda

On motion duly made and seconded THE BOARD APPROVED the agenda.

2. Minutes of the 1,255th Meeting

a) Approval of the Minutes of the 1,255th Meeting on October 24th, 2013.

On motion duly made and seconded THE BOARD APPROVED the minutes of the 1,255th Meeting.

3. Business Arising

a) Committees Review Motion (Bruce Kidd, Warden)

The Warden introduced the Committees Review Motion. He stated that Hart House was the Co-curricular College of the University and that the Clubs and Committees were the main vehicles of experiential education. This review will examine how the committees operate, how they are appointed and renewed, and how they can be strengthened in the years ahead. The Committee will collect information, consult widely and report to the Board of Stewards. Two current students, and two recent committee alumni will represent the student body on the review. The review committee will return the draft report to the Board of Stewards for questions and comments before submitting their final report to the Board for approval.

The Board felt that safeguards for the implementation of the Committees Review report and recommendations were necessary. For this reason a friendly amendment was added to the terms of reference stating: As much as possible, the review committee will present regular updates to the Board of Stewards. Once a draft report has been prepared it will be circulated to the Board of Stewards and all standing committees for discussion before submission to the Board of Stewards for approval.

On motion duly made and seconded THE BOARD APPROVED the Committees Review Motion as amended.

b) Budget and Finance Department Update (Rita O'Brien, CAO)

Ms. O'Brien invited Board of Stewards to meet with her in advance of the Budget meeting in January in order to address any questions or concerns they may have about the process. She presented the draft budget to the Board, but noted that the final numbers from the University were not yet in.

The mandate of the Finance Department is the fiduciary responsibility and oversight of Hart House's assets, recommend policies and recommend a budget that supports the vision and strategic goals of Hart House. They prepare the financial reports and statements of the House and report to the Finance Committee. They also recommend the long range operating and capital plans for the House and monitor financial performance and revenue trends.

The major challenges for the department in 2012/13 and 2013/14 academic years were the migration to the University of Toronto Financial Information System. This required the switchover to University compatible IT systems as well as the restructuring of Hart

House financial processes and the Finance Department. This switch will save Hart House money going forward.

c) Draft Report of the Tower Road Galleries Operational Model Ad Hoc Committee (Bruce Kidd, Warden)

The Warden notified the Board that this was an informational report from a committee looking into the proposed merger of the University of Toronto Art Centre and the Justina M Barnicke Gallery. The final report of the committee will be brought to the Board of Stewards on January 16th and if approved this will result in a draft operational model for the merger. An agreement will then be drafted and returned to the Board of Stewards for approval.

The merger of these two galleries will expand access to expertise, resources and facilities. Due care will be taken to ensure that the financial and staff resources of the Justina M Barnicke Gallery will not be diminished. The Warden invited any Board members who had questions or concerns to contact either him or the Chair.

4. New Business

a) Governance Process for the Election (Bruce Kidd, Warden)

Ms. Newcombe presented the motion. There are no fundamental or timeline changes to the process from the previous year.

On motion duly made and seconded THE BOARD APPROVED the Governance Process for the Election.

5. Committee and Departmental Presentations

a) Advancement Department (Peter Wambera, Senior Development Officer)

Mr. Wambera explained that the Advancement Department works with all areas of Hart House to fundraise and build a culture of philanthropy. He noted that the University of Toronto is raising \$200,000 a year in the Boundless campaign and that there is enormous potential for growth. Advancement is about emotional engagement and it is most effective when it allows donors to achieve an objective that they feel is important.

Mr. Wambera noted that he was willing to work with student clubs and committees in order to help them with fundraising and invited any members of the Board of Stewards to contact him with any questions.

3. Warden's Report

The Warden highlighted recent events at the House including many Music Committee concerts, two Social Justice Committee events around international challenges to equity and work surrounding the Pan Am Path, a project of urban renewal which is looking to link athletics and the arts.

Mr. de Angelis, the Director of Programme Administration, will be retiring on January 31st. Ms. Newcombe will take over as Acting Director of Programme Administration and will look at the renewal and reorganization of the Programme Department going forward in conjunction with the Committees Review. This will include the implementation of the first cycle of the Co-Curricular Record.

Upcoming items of business include the Fitness Centre Review, and the first meeting of the Project Planning Committee for the Green Heritage Infrastructure Renewal Project. Several University utilities professionals have already been engaged to assess the feasibility of the Baird Sampson Neuert Report.

4. Other Business and Announcements

Mr. Dreger noted that many members of the Alumni Committee wish to see Christmas Decorations in Hart House during December and requested a review on the Policy on Significant Days.

5. Next Meeting

The next Board of Stewards meeting will be held on Thursday, January 16th, 2013.

6. Adjournment

The meeting adjourned at 7:17 p.m.

Chair

Recording Secretary

December 5th, 2013