

Minutes of the 1,219<sup>th</sup> meeting of the Hart House Board of Stewards, held on Thursday, January 15, 2009 at 5:30 pm in the South Dining Room.

Present: Ms Lisa Punnett (Chair)  
Dr. Louise Cowin (Warden)  
Mr. Christopher Charles (GSU Appointee)  
Mr. Anthony Chiu (Music Committee)  
Ms Anita Comella (Presidential Appointee)  
Ms Lucy Fromowitz (President (*ex officio*) or Designate)  
Mr. Adam Kowalczewski (Finance Committee)  
Ms Nicola Langille (House Committee)  
Mr. Matt McGeachy (Theatre Committee)  
Ms Ewa Modlinska (Farm Committee)  
Mr. David Pereira (Presidential Appointee)  
Ms Jacqueline Raaflaub (RAC Senior Member)  
Ms Joanna Sheridan (Art Committee)  
Ms Elizabeth Vosburgh (GC Appointee)

Ms Cristina Oke (Recording Secretary)

Guests: Mr. Ken Brocklehurst (Director of Finance and Information Technology)  
Mr. Sandy Henderson (Director of Athletics)  
Ms Laney Marshall (Director of Programme)  
Mr. Allan Shatzky (Coordinator, Special Projects)  
Ms Lynette Spence (Coordinator, Equity and Diversity Initiatives)  
Mr. Paul Templin (Manager, Hart House Theatre)

Regrets: Ms Corrine Aberdeen (Literary and Library Committee)  
Mr. Matt Dreger (Alumni Committee)  
Ms Erin Fitzgerald (Debates Committee)  
Mr. Adnan Najmi (University of Toronto Students' Union Appointee)  
Ms Camille Sahula (Social Justice Committee)  
Ms Elizabeth Wooster (RAC)

Absent: Dhananjai Kohli (UTM Rep)  
APUS Appointee  
UTSC Rep

The Chair welcomed Ms Anita Comella, Presidential Appointee, to the Board of Stewards. She also welcomed Mr. David Pereira, who was returning to the Board as a Presidential Appointee.

### **1. Minutes of Meeting of December 4, 2008**

The minutes of the 1,218<sup>th</sup> meeting held on December 4, 2008 were approved.

## 2. Business Arising

Dr. Cowin informed the Board of Stewards that Ms Lynette Spence would serve as Chair of the sub-committee that had been created at the December 4<sup>th</sup> meeting.<sup>1</sup> Other members of the sub-committee would include Mr. Richard Chambers, Director of the Multi-Faith Centre; one of the University's Equity Officers; and representatives from the University of Toronto Students' Union (UTSU), the Graduate Students' Union (GSU), and the Association of Part-time Undergraduate Students (APUS). The first meeting of the sub-committee was scheduled to be held on Thursday, February 5, 2009.

## 3. Approval of 2009 – 2010 Operating Plan and Budget

Mr. Brocklehurst presented the 2009-2010 Operating Plan and Budget, and highlighted the following points.

### Annual Goals of Budgeting Process

- Preparation of a prudent and break-even budget which meets the needs of identified student programming and use of the House.
- Preparation of a break-even budget for each of the next 5-years in the planning cycle.
- Maintenance or improvement of the cash position of the House.

Only the first goal had been met in the 2009-2010 operating plan and budget.

### Key Issues of next Fiscal Year

- Under Section E 3 (c) of the *Protocol on the Increase or Introduction of Compulsory Non-tuition Related Fees* (COSS protocol)<sup>2</sup> Hart House can increase its fees to the lesser of the stated Consumer Price Index (CPI) rate assumed by the University (2%), or the calculated University of Toronto Inflation Index (UTI).
  - This is the first year where Hart House has been in a situation that the UTI is less than the CPI. The UTI increase allows Hart House to seek a permanent increase of one-tenth of 1 percent.
  - If the Council on Student Services (COSS) does not approve the permanent increase proposed by Hart House, the University Affairs Board of the Governing Council can approve a temporary increase of 2 % for a three-year period. However, the increases in salaries, wages and benefits average about 5% per year.
- Support from the University for the Hart House Theatre ends April 30, 2009, resulting in a reduction of funding in excess of \$200,000.
- There will be no interest income on endowments to support the Theatre and Club and Committee programming.

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<sup>1</sup> On motion duly made and seconded, THE BOARD OF STEWARDS APPROVED THAT a sub-committee be struck to advise the Warden on the best course of action for recognizing significant days in the calendar year 2009-10, subject to the University of Toronto's *Statement on Equity, Diversity and Excellence*.

<sup>2</sup> <http://www.governingcouncil.utoronto.ca/Assets/Policies/PDF/stufees.pdf>

### 3. Approval of 2009 – 2010 Operating Plan and Budget (cont'd)

#### Significant Items in the 2009-2010 Operating Plan and Budget

##### Revenue

- **Student Fees:** The net increase in student fee rate is \$0.46 a term for full-time students on the St. George campus. This is a net seven-tenths of 1%. A similar percentage rate increase applies to part-time students and to the full- and part-time students in Scarborough and Mississauga. Projected student fee revenue for 2009-2010 is \$6,650,000 or a 1.8% increase over the 2008-2009 budget.
- **Interest and General:** The budget assumption for interest income has been reduced from 4% to 2% to reflect the current financial environment.
- **Endowment Income:** The University had advised Hart House that interest income would not be paid out on the Theatre endowment and other endowments for Clubs and Committees. This results in a reduction of \$58,000.
- **Unrestricted Donations and Grants:** Unrestricted donations have been reduced by \$30,000. Restricted endowment donations of \$2 million for the Theatre fund were included in the budget.

##### Expenses

- **Salaries, Wages and Benefits:** This category has increased by \$371,000 from the 2008-2009 budget. This includes \$70,000 for annualized Art Zone staffing costs, and \$67,000 for an unfilled IT position. There is also a budgeted but currently unfilled position in Marketing and Communications.

#### Schedule 1: Consolidated Operating Budget and 5-Year Forecast

- The 2009-2010 Operating Budget forecasts a surplus of \$78,000. In 2013-2014, a deficit of \$1.5 million is forecast.
- In mid-2009-2010, radio station CIUT is scheduled to move to Hart House and to pay for the use of space in the House. As the plans with respect to timing, costs and revenue have not yet been finalized, no provision has been made for CIUT in the 2009-2010 budget.

Dr. Cowin stated that, after the budget had been approved by the Board, she would be inviting student members of COSS to meet with her to discuss the operating plan and budget.

**On motion duly made and seconded THE BOARD APPROVED the Hart House 2009 – 2010 Operating Budget as presented.**

### 4. Governance Process for Election of 2009 – 2010 Standing Committee Secretaries

The Chair of the House Committee reminded members that, in March 2008, the Board approved three motions relating to 2008-09 governance and the elections process. Included was a provision for a campus-wide election to establish the voting membership of the 2008-09 Standing Committees to be held in the third week of September 2008.

In light of the low voter turnout for the September elections, the House Committee had decided that, in the future, there was no benefit to holding campus-wide elections in September.

#### 4. Governance Process for Election of 2009 – 2010 Standing Committee Secretaries (cont'd)

The Governance Report of the House Committee included the following recommendations:

- returning to the winter elections timetable, specifically March 2009;
- focussing campus-wide elections on the student secretary/Board of Stewards representative positions only;
- instituting a more rigorous application process for student voting positions; and
- introducing a first year student position on each standing committee.

The goals for 2009-2010 were:

- inclusivity and accessibility;
- transparent, democratic processes;
- increased accountability to and representation from the University of Toronto student population;
- increased voter turn-out;
- maintenance of current standing committee structure; and
- fully populated standing committees.

There was a commitment to an increased publicity push highlighting engagement and leadership opportunities in Hart House Clubs and Committees. Implementation of on-line voting will also be explored.

Future action includes finalizing the application form by the end of January 2009 and developing and implementing marketing, communications and recruitment plans. The House Committee will submit reports to the Board of Stewards throughout the elections process.

The following points were raised in discussion.

- On-line elections may only attract those who are looking at the web-site; it might be better to have paper ballots and ballot boxes, or a combination of on-line voting and paper ballots.
- Student unions have email lists for their members that perhaps could be used to promote on-line voting.
- The decision concerning the choice of the most appropriate candidate may be more important than an increase in voter turnout.
- The timeline for reaching first year students in 2009 is challenging, since orientation is abbreviated in September.
  - Consider partnering with College, Faculty or Student Life to include information on Hart House in summer mailings to students.
- Critically reflect on who Hart House is engaging and how Hart House is engaging them.
- Approach the Association of Part-time Undergraduate Students (APUS), Graduate Students' Union (GSU), and the University of Toronto Students' Union (UTSU) for assistance.

**On motion duly made and seconded, THE BOARD OF STEWARDS APPROVED THAT the House Committee's Governance report be accepted, and its recommendations be implemented for 2009-10 only.**

On motion duly made and seconded, the Board of Stewards approved that the meeting be extended by fifteen minutes.

## **5. Reports**

### **(a) Committee Activities and Significant Issues**

#### **ALUMNI**

No report

#### **ART**

The Acquisitions Committee will be leading a gallery tour on January 16, 2009. A new exhibit will open on February 12, 2009. The Outreach Committee will be visiting the three University campuses.

#### **DEBATES**

No report.

#### **FARM**

The Winter Carnival is scheduled for January 24, 2009. The Farm Committee has been collaborating with the Art Committee. The Farm Committee is also reviewing risk and safety issues.

#### **FINANCE**

The three sub-committees of the Committee – E-commerce, Room Utilization, and Deferred Maintenance – continue to meet.

#### **HOUSE**

The annual Committee Dinner is scheduled for January 28, 2009 and will have a 1920's jazz theme. The deadline for purchasing tickets is January 23.

The Committee is developing a policy for the use of the rotunda.

#### **LITERARY AND LIBRARY**

No report.

#### **MUSIC**

The next meeting of the Committee is scheduled for the week of January 19, 2009. The Music magazine, *DEMO*, is available.

## 5. Reports (cont'd)

### (a) Committee Activities and Significant Issues (cont'd)

#### RECREATIONAL ATHLETICS

The Committee has developed an updated mandate.

Ski Days are scheduled for January 29 and March 10, 2009. The Hart House Triathlon is scheduled for February 14, 2009, and a session on how to train for the triathlon is scheduled for January 19, 2009. On February 3, 2009 there will be a discussion of athletic wing renovation needs with Chris Lee, the Facilities Manager. The locker rooms, including the availability of open and closed shower stalls, have been identified as a concern.

#### SOCIAL JUSTICE

No report.

#### SUSTAINABILITY COMMITTEE

No report.

#### THEATRE

The opening night of *Jerry Springer – The Opera*, is sold out. Auditions for *Arcadia*, the next production, have begun.

The Programming sub-committee is meeting to plan the 2009/10 season.

#### COMMITTEE on BUDGETS

No report.

#### ADVANCEMENT

No report.

#### PROGRAMMING

Future events include:

January 20	Broadcast of the inauguration of Barack Obama
January 21	Hot Talks: Fact or Friction?
January 22	Dealing with Dictators
January 26	Cities of Tomorrow
February 4	Hancock Lecture: Calibrating Your Future

**5. Reports (cont'd)****(b) Warden's Update****i) Varsity Article**

Dr. Cowin reported that, in its January 5 issue, the *Varsity* newspaper had published a retraction and an apology regarding the article on Sammy's.

**ii) Draft Statement**

Dr. Cowin read the following statement that had been developed by members of the Senior Team of Hart House:

*Hart House is a living laboratory of social, artistic, cultural, and recreational experiences where all voices, rhythms, and traditions converge. We encourage and support mindful engagement in our programming, services, activities, and communities. Our commitment to education in its true sense creates opportunities for self-knowledge and self-expression to take hold.*

Dr. Cowin invited members to provide feedback concerning the draft statement, and indicate whether the statement accurately reflected the experience with the House. Meetings were scheduled for January 22 and January 29 to discuss the statement. The writing committee will reconvene in late February to finalize the statement, which will be brought back to the Board in March.

**iii) Towards 2030**

Dr. Cowin reminded members that, at the meeting held on November 13, 2008, there had been a brief discussion of the Synthesis document of *Towards 2030*, and she had invited student members of the Board to become engaged in responding to the document. An email message would be sent out in the near future to invite members to meet in March to prepare a response to President Naylor concerning the Hart House co-curricular experience.

**(c) Other Board Members' Reports****ASSOCIATION OF PART-TIME UNDERGRADUATE STUDENTS (APUS)**

No report.

**GRADUATE STUDENTS' UNION (GSU)**

The next General Council meeting is scheduled for January 29, 2009.

**UNIVERSITY OF TORONTO STUDENTS' UNION (UTSU)**

No report.

**GOVERNING COUNCIL**

No report.

**5. Reports (cont'd)**

**(c) Other Board Members' Reports (cont'd)**

**PRESIDENT'S DESIGNATE (STUDENT LIFE)**

Ms Fromowitz reported that the 2009-2010 budget for the University was being developed. In response to a request from the government, the University had put forward two capital projects from each campus that could be considered for infrastructure funding.

The University was continuing to bargain with CUPE 3902.

**U of T at SCARBOROUGH**

No report.

**U of T at MISSISSAUGA**

No report.

**6. Date of Next Meeting:** February 12, 2009 at 5:30 p.m. in the South Dining Room.

**7. Adjournment:** The meeting adjourned at 7:50 pm.

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Chair

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Recording Secretary

February 2, 2009