

Minutes of the 1,233nd meeting of the Hart House Board of Stewards, held on Thursday, January 13th, 2011, at 5:30 pm in the South Dining Room.

- Present:
- Dr. Louise Cowin (Warden)
 - Ms. Sophia Alifirova (Literary and Library Committee Secretary)
 - Mr. Zeljko Bavcevic (RAC Secretary)
 - Ms. Anita Comella (Presidential Appointee)
 - Mr. Kenneth Davy (Governing Council Appointee)
 - Ms. Lucy Fromowitz (President [*ex officio*] Designate)
 - Mr. Justin Goldenthal (APUS Appointee)
 - Mr. Keith Ho (House Committee Secretary)
 - Ms. Vanessa Laufer (Chair)
 - Ms. Clara Luke (Farm Committee Secretary)
 - Ms. Maria Pilar Galvez (UTSU Appointee)
 - Mr. Victor Platt (Debates Committee)
 - Mr. Matthew Poot (Music Committee)
 - Mr. Naufil Rasheed (Finance Committee Secretary)
 - Mr. Nikita Reznik (GSU Appointee)
 - Ms. Kelly Robertson-Reinhart (Social Justice Committee Secretary)
 - Mr. Munib Sajad (UTM Representative)
 - Ms. Emily Smit-Dicks (Art Committee Secretary)
 - Ms. Phoebe Uguy (Theatre Committee Secretary)
- Ms. Amanda Greener (Assistant to the Warden; Recording Secretary)
- Guests:
- Mr. Michael De Angelis (Director of Program Administration)
 - Mr. Chris Lea (Facilities Manager)
 - Ms. Rita O'Brien (Director, Operations and Finance)
 - Ms. Caroline Pereira (Senior Development Officer)
 - Mr. Allan Shatzky (Coordinator, Special Projects)
 - Ms. Lynette Spence (Coordinator, Equity and Diversity Initiatives)
- Regrets:
- Mr. Matt Dreger (Alumni Committee)
 - Dr. Helen Slade (Presidential Appointee)

1. Approval of Agenda

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

2. Approval of the Minutes of the Meeting of November 11, 2010

The minutes of the 1,232nd meeting held on November 11, 2010, were approved.

3. Business Arising

There was no business arising from the minutes.

4. New Business

**a) Approval of 2011-2012 Operating Plan and Budget—Motion—Rita O’Brien,
Director of Operations and Finance**

Rita O’Brien overviewed the process and internal oversight of preparing the operating plan and budget. Ms. O’Brien then detailed and took questions regarding the highlights of the 2011-12 budget and operating plan, as outlined in the motion.

On motion duly made and seconded THE BOARD UNANIMOUSLY APPROVED the Hart House 2011-12 Operating Budget as presented.

b) Committee Mandates and Terms of Reference—Michael De Angelis, Director, Programme Administration; Lynette Spence, Coordinator, Equity and Diversity Initiatives, Warden’s Office

Michael De Angelis provided a handout to the Board outlining examples that may be useful for guiding committees in revising their mandates and terms of reference. He further indicated that support would be available from Programme administration for this purpose.

Lynette Spence reminded Committees that this is a timely opportunity to revisit how committees currently live out the vision and how the vision can become more central to committees’ work and mandate.

A deadline of February 18, 2011, was set to submit drafts to the warden. A final draft should be ready for the April 28, 2011, meeting.

c) Committee Reports

Appended reports from representatives of the following groups were submitted for the information of Board members:

- Art Committee;
- Debates Committee;
- Finance Committee;
- Theatre Committee.

5. Warden’s Update

a) Warden’s roundtable

Louise Cowin provided an update on the first warden’s roundtable, an open forum in which three topics came up: the website, outreach and transition planning.

1) Outreach. Dr. Cowin recently brought the Marketing and Communications team together with Michael De Angelis (Director, Programme Administration) and Day Milman (Programme and Outreach Coordinator) to take up what further efforts Hart House can undertake to outreach to more students. Several new opportunities have been identified and put into motion, including many new media opportunities with our recently re-launched website.

2) Website. Dr. Cowin reiterated that Hart House Clubs and Committees’ web pages will soon transfer over to the Hart House server. This will allow not only cost savings but provide opportunities for clubs and committees to better take advantage of the social networking tools of

our site and expertise of our staff. The next warden's roundtable on Thursday, February 3rd, 2011, will focus on providing a framework for clubs and committees to migrate to the Hart House server and discuss best practices for self-promotion through social networking.

3) Transition Planning. Michael De Angelis will present further information on transition planning at a future date.

6. Other Business and Announcements

There was no other business or announcements.

7. Date of Next Meeting

The next meeting will take place on February 10th: 5 – 5:30 PM (Social, North Dining Room), 5:30 – 7 PM (Meeting, South Dining Room).

8. Adjournment

The meeting adjourned at 6:53 p.m.

Chair

Recording Secretary

January 31, 2011