Minutes of the 1322nd meeting of the Hart House Board of Stewards held on Wednesday, April 7th, 2022, virtually on Zoom video conferencing.

**Present:**  
**Voting Members:**  
Ms. Lauren Duan (Steward, RA&W Committee)  
Mr. Robert Fisher (Steward, Community Members Committee)  
Ms. Kimia Karachi (Steward, Student Theatre Committee)  
Ms. Jaime Kearns (APUS Representative)  
Mr. David Newman (President [ex-officio] Designate)  
Ms. Chan-Min Roh (Steward, Student Debates and Dialogue Committee)  
Ms. Rachel Shi (Steward, Finance Committee)  
Mr. John Monahan (Warden)  
Mr. Matthew Lee (Steward, Student Literary and Library Committee)  
Ms. Beth Ali (Presidential Appointee)  
Ms. Calista Barber (Steward, Student Farm Committee)  
Mr. David Kim (Governing Council Appointee)  

**Non-Voting Members:**  
Ms. Ikeade Adekale (Recording Secretary)  
Mr. Terry Gardiner (Chair)  

**Guests:**  
Ms. Michelle Brownrigg (Senior Director, Co-Curricular Education & Chief Program Officer)  
Mr. Stan Xiao (Director, Finance)  
Ms. Davina Chan (Senior Director, Marketing, Communications, and Information Services & Chief Marketing Officer)  
Mr. Jimmy Cheung (Director, Facilities and Capital Projects)  
Ms. Jenifer Newcombe (Director, Strategic Initiatives)  
Ms. Cass Lacovelli (2022-2023 Chair, Student Theatre Committee)  
Ms. Day Milman (Manager, Learning and Community)  
Ms. Jaime Sit (2022-2023 Chair, Recreational Athletics & Wellness)  
Ms. Liliana Bechtold (2022-2023 Steward, Student Literary and Library Committee)  
Ms. Kathryn Beukeboom (2022-2023 Steward, Farm Committee)  
Ms. Mayumi Ramos (2022-2023 Steward Music Committee)  

**Regrets:**  
Ms. Nadia Rosemond (Presidential Appointee)  
Ms. Charlotte Koch (Steward, Student Art Committee)  
Ms. Tara Behruz (Steward, Student Music Committee)  
Ms. Varsha Pillai (Steward, Student Social Justice Committee)  
Ms. Catherine Lai (UTSU Representative)  
Mr. Ryan Tomlinson (UTMSU Representative)  
Ms. An-Noûra Compaoré (GSU Representative)  
Mr. Kashi Chandrasegar (SCSU Representative)
1. **Welcome and Land Acknowledgement** (Terry Gardiner, Chair)

   The Chair opened the meeting by welcoming everyone to the 1322nd meeting of the Board of Stewards and led with the Land Acknowledgement.

2. **Approval of the 1,322nd Meeting Agenda** (Terry Gardiner, Chair)

   The following motion to approve the agenda was made by Kimia Karachi, seconded by Matthew Lee:

   **THEREFORE, BE IT RESOLVED that the Board of Stewards approve the agenda of the 1,322nd Meeting.**

   The motion was carried by voting members of the Board of Stewards.

3. **Minutes of the 1,321st Meeting** (Terry Gardiner, Chair)

   a. **Approval of the Minutes of the 1,321st Meeting**

   The Chair asked if there were any amendments to be made to the Minutes from the March Board of Stewards meeting and none were presented. The following motion to approve the Minutes was made by David Newman, seconded by Jaime Kearns:

   **THEREFORE, BE IT RESOLVED that the Board of Stewards approve the Minutes of the 1,321st Meeting.**

   The motion was carried by voting members of the Board of Stewards.

4. **Introduction of the Committee on Budgets** (Michelle Brownrigg, Senior Director, Co-Curricular Education and Chief Program Officer & Stan Xiao, Director of Finance)

   Each year, at the final Board of Stewards meeting, the Hart House Committee on Budgets (CoB) is struck for the upcoming year. The Committee is supervised by Hart House’s Director of Finance and Chief Program Officer and co-chaired by the Student Chair of the Finance Committee and one Hart House Standing Committee member. The Committee consists of representatives from various Hart House Standing Committees. These representatives are tasked with reviewing the budgets and activity plans of each Hart House Standing Committee to ensure that they reflect the strategic priorities of Hart House, confirm that the proposed expenditures are appropriate, and provide recommendations to the Board of Stewards based on plans and funding requests.

   The proposed timeline for the 2022 Committee on Budgets is as follows:
   - Establishment and meeting of Committee on Budgets – Late April
   - Sharing of Activity and Budget Planning Framework, Requirements and Templates – Late April
   - 2022-23 Planning sessions – May & June
   - 2022-23 Presentation and Review of Budgets – Late June
   - Review of Submissions and Conditional Approval – July
   - Board of Stewards Final Approval of Budgets – September

5. **Motion for the creation of the 2022/23 Committee on Budgets** (Michelle Brownrigg, Senior Director, Co-Curricular Education and Chief Program Officer & Stan Xiao, Director of Finance)

   **THEREFORE, BE IT RESOLVED that the 2022/23 Committee on Budgets be created.**
Stan Xiao moved the motion; seconded by John Monahan. The motion was carried by voting members of the Board of Stewards.

6. **Elections Committee Report** (Kimia Karachi, Steward Student Theatre Committee)

The Election Committee is struck each year to oversee elections, and ensure all protocols are followed throughout the election process. The Election Committee consists of the Chair of the Board of Stewards who serves in the role of Chief Returning Officer, and two Deputy Returning Officers (DROs) who must both be non-returning UofT Students. This year, Kimia Karachi (non-returning Student Chair of the Hart House Theatre Committee) and Emily Hurmizi (non-returning Co-Chair of the Hart House Literary and Library Committee) volunteered to serve as DROs. Administrative Support was provided by Ikeade Adekale (Executive Coordinator, Warden’s Office) and Michelle Brownrigg (Senior Director and Chief Program Officer).

The Elections were held online through U-Elect, and the committee ensured all processes, procedures and information were consistent with the Hart House Student Chair Election Protocol. Elections ran from 12:01am on February 28 to 11:59pm on March 1, 2022. All promotions and campaign took place online through Hart House’s social media platforms due to the pandemic and closure of in-person activities. Voting was open to part-time, full-time, graduate, and undergraduate students from all three U of T campuses. There were 42 total votes.

**Committee Observations**

- Voter turnout was impacted by the pandemic and lack of on-campus student engagement
- The number of spoiled ballots continue to trend downwards
- The only contested race to become the Chair of a Student Standing Committee this year as for the Student Art Committee; all of the Student Standing Committees confirmed their Chair/Co-Chairs by acclamation

**Committee Recommendations**

- Devoting more promotional resources to the election process may drive interest in students running as nominees next year
- It may be helpful to host an open discussion with all outgoing committee Chairs in December 2022 in order to allow those who may have interest to run for Chair for the following academic year the opportunity to learn more about the roles, expectations etc.
- Promote greater awareness among the broader student body of the valuable experiences that can be gained by participating in Hart House Student Committee leadership

7. **Committee Presentation**

   **a. Hart House Farm Committee** (Calista Barber, Steward & Kathryn Beukboom)

The Hart House Farm is a 150-acre property located in Caledon, Ontario, approximately one-hour from downtown Toronto. In a typical year, the Farm Committee organizes several social activities and trips to the Farm.

The Committee strives to improve engagement with the Farm by organizing various fun activities and events to acclimate the community with the Farm and all that it has to offer. Some of the in-person activities organized throughout the year include:

- Plant Sales
- Community Fridge Runs
Trip to the Farm

The Committee also strives to engage with its audience online through its social media platforms with events such as:

- Plantcare Workshop
- Soup Making
- Lunar New Year Dumplings
- Seedling Workshop
- Mapping project

8. Warden’s Report – John Monahan (Warden)

Hart House Budget 2022-2023

The Warden provided a final update on the Hart House 2022-2023 Budget. The Budget was unanimously approved by the University Affairs Board on March 3rd, 2022. The Warden expressed gratitude to everyone who has been a part of the process and whose hard work has contributed to the approval of the 2022-2023 Budget.

Changing Health Measures

In accordance with the memo released by the Provost’s Office and the Division of People, Strategy, Equity, and Culture, a number of requirements will be paused at Hart House effective May 1. Provisions being paused include the following requirements: masking indoors; health screening via UCheck or RedCap; and providing proof of vaccination status before being allowed to enter the building. The Warden also noted that these provisions are subject to change depending on prevailing Public Health advice and University of Toronto Guidelines.

Hospitality Business at Hart House

- 117 events booked from April 1-June 30, 2022, including 21 weddings
- Hart House hosted its first $5 Buck Lunch in more than two years on March 30: over 300 people attended
- The Gallery Grill reopened for à la carte lunch service on March 30

Student Leadership Awards

There are two (2) types of student leadership awards given each year by Hart House:

- The Audrey Hozack Student Leadership Award – funded by U of T alumni and named in the memory of Hart House’s trailblazing and first female administrative staff member, the Audrey Hozack Student Leadership Award celebrates leadership excellence at Hart House.
- The Judi Schwartz Memorial Scholarship – recognizes the achievements and contributions of students involved with Club and Committee-based programming at Hart House and reflects Judi’s lifelong belief in the wisdom of student leadership. There can be multiple recipients of the Schwartz awards in any given year.
- This year we received a record number of nominations
- The Nomination Review Committee reviewed the nominations in late March
- 11 students were selected as award recipients: 1 recipient for Hozack award and 10 recipients for the Schwartz award
- Award recipients received notification on April 7
• A Student Recognition BBQ event will be hosted on May 5 – co-hosted by the Warden’s Office and the Hart House Community Members Committee. The event will take place at the Hart House Quad on Thursday, May 5 from 6:00-8:00pm.

The Warden encouraged members of the Board to save the date.

Hart House UofT Drama Festival

• The festival was filmed over two weeks on the Theatre stage in front of the Adjudicator – alumni Brian Postalian.
• This year’s Festival featured 6 original one act plays written by students. It was the first publicly shared performative activity in the Theatre since March 2020.
• 4 Awards of Merit were awarded on top of the 6 named Awards. Audience Choice Awards will be announced in May, at the UofT Drama Coalition Awards Ceremony.
• The full video is now available on YouTube

Hart House UofT Festival of Dance

• Entries from all three campuses of UofT were filmed on stage April 1 and 2
• Content will be released on April 8 on YouTube

Hart House Farm Bunkie Project

Eleven (11) new bunkies will be fully installed at the Hart House Farm by early May 2022. Key features include:

• 104 ft², 4 windows, extra wide door with insulated paneling
• Furnished with 2 twin beds or 2 bunk beds and 1 desk
• 2 mini bunkies each fitted with a compostable toilet

2021-2022 Member Appreciations

The Warden expressed deepest gratitude on behalf of Hart House to the outgoing members of the Board for their tremendous contributions and support throughout the year.

9. Next Meeting

The next Board of Stewards meeting will be held on September 15th, 2022

10. Adjournment

Motion to adjourn was made by Robert Fisher, seconded by Beth Ali. The meeting adjourned at 6:52pm.