

Minutes of the 1,254<sup>th</sup> meeting of the Hart House Board of Stewards held on Thursday, October 24<sup>th</sup>, 2013 at 5:30 pm in the South Dining Room.

- Present:
- Dr. Jonathan Steels (Chair)
  - Dr. Bruce Kidd (Warden)
  - Ms. Emma Arppe-Robertson (Recording Secretary)
  - Ms. Jingwei Chen (Literary and Library Committee Secretary)
  - Ms. Anita Comella (Presidential Appointee)
  - Ms. Susan Froom (APUS Appointee)
  - Ms. Maia Johnstone (Social Justice Committee Secretary)
  - Dr. Helen Slade (Presidential Appointee)
  - Ms. Agnes So (UTSU Appointee)
  - Mr. Louis Tsilivis (Debates Committee Secretary)
  - 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:
- Ms. Rita O'Brien (CAO)
  - Mr. Michael de Angelis (Director of Programme Administration)
  - Mr. Dermot Brennan (Facilities Manager)
  - Mr. Paul Templin (Director of Meeting and Event Services)
- Regrets:
- Mr. Hamza Ansari (UTM Representative)
  - Mr. Guled Arale (UTSC Representative)
  - Mr. Kenneth Davy (Governing Council Appointee)
  - Mr. Matt Dreger (Alumni Committee Chair)
  - Ms. Lucy Fromowitz (President [*ex officio*] Designate)
  - Mr. Terry Johnston (RAC Senior Member)
  - Ms. Erin Makino (Music Committee Secretary)
  - Ms. Natalie Lai (Art Committee Secretary)
  - Ms. Jessica Samuel (Theatre 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 1,253<sup>th</sup> Meeting**

- a) Approval of the Minutes of the 1,253<sup>th</sup> Meeting on October 24<sup>th</sup>, 2013.**

**On motion duly made and seconded THE BOARD APPROVED the minutes as modified.**

**Business Arising****a) Committee on Budget Report** (Michael de Angelis, Director of Programme)

The Committee on Budget Report is presented to the Board of Stewards on an annual basis. The duty of the Committee on Budget (CoB) is to allocate funds to the Clubs and Committees. This year the CoB was extended to include two representatives from Hart House clubs. The entire funding package was allocated, leaving no contingency fund. The allocations are to be communicated to each group through their staff advisors. The report was received without any questions.

**b) Co-Curricular Record Motion\*** (Bruce Kidd, Warden)

The Warden introduced the motion. The Warden thanked the Co-Curricular Working Group for the hard work and outlined the recommendations of the group. These included focusing on the areas where students are engaged, creating a local evaluation committee, and clarifying administrative criteria. The local evaluation committee will report to the Board of Stewards at the April meeting to allow Hart House to assess the success of the Co-Curricular Record (CCR). This will include any unanticipated financial implications, and staffing needs. Ms. Waldorf noted that the Graduate Student's union was in discussions with the university wide CCR implementation group over benefits to graduate students.

**On motion duly made and seconded THE BOARD UNANIMOUSLY APPROVED the Co-Curricular Record Motion.**

**c) University of Toronto Tower Road Galleries' Operational Models Ad Hoc Committee** (Jonathan Steels, Chair)

The Chair informed the Board that a small committee had been struck to consider the issue of collaboration between the Justina M. Barnicke Gallery and the University of Toronto Gallery. The Committee is currently focused on the presentation of detailed budgets and staffing models.

**3. New Business****a) Project Planning Committee Motion\*** (Bruce Kidd, Warden)

The Warden introduced the motion. Crumbling infrastructure is one of the major problems faced by Hart House. A Project Planning Committee (PPC) must be struck in order to review the Baird Samson Neuert report and make recommendations for renewal. The focus of this report was infrastructure renewal, preservation of heritage architecture and greening of the infrastructure. Over the coming academic year the PPC will consider, consult, and make suggestions on the implementation of the recommendations. They will have access to experts in the fields of infrastructure renewal, greening and heritage

architecture. If this motion is passed the Terms of Reference for the PPC will go to the Capital Project and Space Allocation Committee of the University of Toronto who would formally give the green light to go ahead with the PPC. The Warden will report back to the Board throughout the year.

**On motion duly made and seconded THE BOARD UNANIMOUSLY APPROVED the creation of the Project Planning Committee.**

#### **4. Committee and Departmental Presentations**

##### **a) Hart House Budget within the University of Toronto (Rita O'Brien, CAO)**

Ms. O'Brien presented the Hart House budget process and approval route of Hart House. She also outlined the revenue envelope of the House and how it was allocated. The proposed budget from the Finance Committee will be approved by the Board of Stewards, SARG, COSS and the Governing Council. The budget this year is approximately \$15M.

Challenges moving forward include: budgetary constraints (including university structural deficit), a backload of deferred and major maintenance and greater than inflationary increases on unionized salaries per collective agreements. Hart House has very little control over many of these factors. The changes to student summer fees were explained, as of May 2014 all students who do not already pay summer ancillary fees will be required to do so in order to use the athletic facilities.

Ms. O'Brien invited students to play a bigger role in the preparation of the budget- attend key finance committee meetings on December 4<sup>th</sup> and January 15<sup>th</sup>.

##### **b) Literary and Library Committee (Jingwei Chen, Secretary)**

Ms. Chen presented the Literary and Library Committee presentation. Their mandate is to promote and celebrate the literary arts within and beyond the University community. The four overall goals of the committee this year are: improving communication, filling the position of committee chair, creating legacy documents and the creation of annual literary events. This year the committee is working on making the library more dynamic. The prose and poetry contests are in their 32<sup>nd</sup> year. The Hart House Review showcases some of the best prose, poetry and art created by the community and it is distributed nationally. The committee also runs two writing groups, these serve to create spaces for the heavy demand for creative writing spaces at the university. Upcoming events include a November 20<sup>th</sup> collaboration with the anti-racism office.

##### **c) Facilities Department (Dermot Brennan, Manager)**

Mr. Brennan gave a presentation on the Facilities Department. The Facilities team includes management, an evening and night manager, craft services, utility crew and caretaking, as well as collaboration with the Set-up and furnishing team and UofT

facilities and services. Their mandate is to comply, maintain, repair, restore and replace. Complying with all laws for accessibility and safety is the most important factor for the facilities team. Key work last year focused heavily on assessing the state of the infrastructure; and repairing breakages, malfunctions and wear. Goals for the upcoming year include: deferred and major maintenance, IT infrastructure renewal, green and heritage infrastructure renewal, impact of back field construction, and repairs at the farm.

## **5. Warden's Report**

The Warden enjoyed meeting with C&C secretaries looks forward to meeting with the remaining secretaries. The Warden is available for any committee meetings if they wish to invite him. Recent successful events include the debating tournament, opening of the theatre season, song and cider at the farm and a major rehang of the Hart House permanent collection. This Sunday there will be a concert at 3pm in the Great Hall, a documentary on David Suzuki will be screened on October 30<sup>th</sup>, a Halloween Party will be held on October 31<sup>st</sup>, Twelfth Night will open on November 6<sup>th</sup>, there will be a concert with the Hart House Singers and the Hart House Orchestra on November 14<sup>th</sup> and the Varsity will be holding an all candidates debate for the upcoming federal by-election on November 16<sup>th</sup>.

## **6. Other Business and Announcements**

Mr. Tsilivis noted that the intercollege debate tournament was a success, drawing teams from across North America. Ms. Zhang informed the Board that there was a musical event being held later that night and that Jazz at Oscars is coming up this weekend in the Arbor Room.

## **7. Next Meeting**

The next Board of Stewards meeting will be held on Thursday, November 14<sup>th</sup>, 2013.

## **8. Adjournment**

The meeting adjourned at 7:17 p.m.

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Chair

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Recording Secretary

October 24<sup>th</sup>, 2013