

Minutes of the 1,273<sup>rd</sup> meeting of the Hart House Board of Stewards held on Thursday, January 21<sup>st</sup>, 2016 at 5:30 pm in the South Dining Room, Hart House.

- Present:
- Mr. John Monahan (Warden)
  - Ms. Emma Arppe-Robertson (Recording Secretary)
  - Mr. Kenneth Davy (Governing Council Appointee, acting Chair)
  - Mr. Michael De Angelis (Alumni Committee Chair)
  - Ms. Margaret Ebifegha (APUS Appointee)
  - Ms. Lucy Fromowitz (President [ex officio] Designate)
  - Ms. Coco Lee (Theatre Committee Secretary)
  - Ms. Michelle Monteiro (Literary and Library Committee Secretary)
  - Ms. Tal Oren (Farm Committee Secretary)
  - Mr. Alec Roxas (Music Committee Secretary)
- Guests:
- Mr. Richard Bingham (Interim Chair, Alumni Committee)
  - Ms. Suzanne Macintyre (Director of Finance)
  - Ms. Rita O'Brien (Senior Directory Business and Ancillary Operations and CAO)
  - Mr. Paul Templin (Director of Meeting and Event Services)
- Regrets:
- Ms. Rita Alsalaq (Social Justice Committee Secretary)
  - Ms. Gini Chin (RAC Secretary)
  - Ms. Sarah Harrison (Debates Committee Secretary)
  - Mr. Terry Johnston (RAC Senior Member)
  - Ms. Vere-Marie Khan (UTSU Appointee)
  - Ms. Yasmin Rajabi (UTSC Appointee)
  - Mr. Housam Silim (Social Justice Committee Secretary)
  - Dr. Helen Slade (Presidential Appointee)
  - Dr. Jonathan Steels (Chair)
  - Mr. Ortega Tapambwa (GSU Appointee)
  - Ms. Theresa Wang (Art Committee Secretary)
  - Ms. Evelyn Zhang (Finance Committee Secretary)
  - Ms. Freda Zhang (Music Committee Secretary)

## **1. Approval of the Agenda**

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

## **2. Minutes of the 1,272<sup>nd</sup> Meeting**

### **a) Approval of Minutes of the 1,272<sup>nd</sup> Meeting**

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

## **3. New Business**

**a) 2016/17 Budget Approval** (Rita O'Brien, Senior Director, Business and Ancillary Operations, and CAO)

The budget planning begins in September, Hart House worked with the Finance Committee over two meetings and then presented the budget in December and, again, in January. Two workshops were also held for members of the Board of Steward who wanted to better understand the budget. After the Board of Steward approves the budget, it is will then be put forward for approval from COSS and SARG, then by the UAB. The overview of the budget highlighted that the proposed balanced budget is 17.4M, 53% from student fees, and 47% from revenue. There will be a 1.97% increase in student fees (below the rate of inflation and CPI). 75% of the budget will support students and student programming. Approximately 85% of costs are fixed, 58% is salaries, wages and benefits, university overhead (lower than university averages). There are approximately 80 appointed staff and 180-220 casual staff.

Some details of the budget include that the budget contains assumptions provided by the university – general inflation forecast (2%), enrolment increase (2.63%), student fee rate forecast (1.97%), investment yield forecast (1.60%), joint member fee rates (2%), and an increase in salary wages benefits (4%). The revenue budget for 2016/17 decreases in general revenue, as there have been decreases in registered classes coinciding with an increase in drop-in classes (90% of registered classes are used by students). Expenses have been cut since the 2015/16 budget and are not increasing. Operating reserves must be 10% of our budgeted revenue. The Finance Committee has approved trying to build up deferred and major maintenance, in preparation for the infrastructure renewal. And, finally, total net assets are about \$19M

In development for 2016/17 is a 5 year strategic plan, preparations for 100<sup>th</sup> anniversary, concluding the accessibility review and implementing suggestions, the ongoing infrastructure renewal project and the ongoing fundraising campaigning (focused on foundation and major individual gifts).

**On motion duly made and seconded THE BOARD UNANIMOUSLY APPROVED the 2016/17 Budget.**

**b) Governance Process for Committee Elections** (John Monahan, Warden)

Students from the university have an opportunity to vote for a slate of candidates for the secretaries and members of the board. Secretaries are members who have served on a committee for at least one year. Two non-returning student secretaries will need to volunteer to be deputy returning officers for the elections.

**On motion duly made and seconded THE BOARD UNANIMOUSLY APPROVED the Governance Process for Committee Elections.**

**c) Senior Membership Eligibility Discussion** (John Monahan, Warden)\*

As previously presented in November and December, the proposed amendment to the constitution is to expand eligibility for senior membership to all interested members of the community, over the age of 18. Membership is currently limited to alumni of recognized universities, although this is not enforced. The final version of the motion will come forward in February.

#### **4. Committee Presentations**

##### **a) Music Committee (Alex Roxas and Freda Zhang, Secretaries)**

The Music Committee manages all the music events at Hart House and hosts over 50 events a year. It has six different sub committees who each receive and manage their own budget: UofT Idol, Stages, Demo Magazine, Midday Mosaics, Sunday Concerts, Open Mic Night, and Jazz at Oscar's. The Music Committee is based on four pillars: education, networking, student involvement and cultural exploration. Currently the Music Committee is looking into the possibility of restructuring to better support its mandates.

Highlights include: the creation of a technician internship program, an industry night for students to network, and DEMO magazine (the only music magazine on campus) is coming out next month and will be distributed to the tri-campus and the Toronto community.

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

Notable upcoming Hart House events include: The Hancock Lecture on Feb. 9<sup>th</sup>, the Federated Gallery launch on Jan. 21<sup>st</sup>, Into the Woods from Jan. 15<sup>th</sup> to Jan. 30<sup>th</sup> and the Change Room project at UTM/UTSC will be relaunched shortly. In terms of training, all appointed staff attended Sexual Harassment Prevention training, with managers attending an additional follow-up session. Non-Appointed Staff Training Days was held on January 17<sup>th</sup> with 59 staff in attendance. And the House Leadership completed assessment/training around Intercultural Competency using the IDI tool.

The Accessibility Review Terms of Reference have been finalized and will have input from Accessibility Services, AODA, Sexual and Gender Diversity Office, Anti-Racism and Cultural Diversity Office, Sexual Harassment Office, Multi-Faith Centre, First Nations House, KPE, APUS, GSU, UTSC, and, Student for Barrier Free Access. In addition, an accessible pool lift has recently been installed.

Notable students opportunities include: *The Dream Job Academy*, a six week program on Friday lunches, provides an opportunity for students to explore careers in the arts and starts on Jan. 29<sup>th</sup>. *Where Change Happens*, a pilot project to help students understand how change happens in communities by exploring activism outside the University. Finally, recruitment efforts will be launched shortly for the 2016/17 Standing Committees.

#### **6. Other Business & Announcements**

Mr. De Angelis announced that he would be stepping down as the Chair of the Alumni Committee; Mr. Bingham will be taking over as interim Chair.

**7. Next Meeting**

The next Board of Stewards meeting will be held on Thursday, February 18<sup>th</sup>, 2016.

**8. Adjournment**

The meeting adjourned at 7:12 pm.

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Chair

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Recording Secretary

January 21<sup>st</sup>, 2016