Minutes of the 1289th meeting of the Hart House Board of Stewards held on Thursday, February 15th, 2018 at Deerfield Hall Room 3050, University of Toronto Mississauga

Present:  
Ms. Janelle Joseph (Chair)  
Mr. John Monahan (Warden)  
Ms. Beth Ali (Presidential Appointee)  
Ms. Susan Blight (Presidential Appointee)  
Mr. Ken Davy (Governing Council Appointee)  
Mr. Adrian Huntelar (UTSU Appointee)  
Ms. Coco Lee (Theatre Committee Steward)  
Mr. David Newman (President [ex-officio] Designate)  
Ms. Ce Shang (Music Committee Steward)  
Ms. Kaitlyn Simpson (Literary & Library Committee Steward)  
Ms. Julia Trojanowski (Art Committee Steward)  
Ms. Venus Wang (Debates and Dialogue Committee Steward)  
Ms. Jackie Zhao (APUS Appointee)

Guests:  
Ms. Michelle Brownrigg (Senior Director, Co-Curricular Education & Chief Program Officer)  
Ms. Jennifer Mondejar (Recording Secretary)  
Ms. Sherry Kulman (Senior Director, Business and Ancillary Operations and Chief Administrative Officer)  
Ms. Zoe Dille (Coordinator, Integrated Learning and Community Engagement)  
Ms. Alysha Ferguson (Student Development Officer, Community Engagement, UTM)  
Mr. Marco Adamovic (Coordinator, Integrated Learning and Community Engagement)

Regrets:  
Mr. Leo Jose Uribe Castano (GSU Appointee)  
Mr. Mathias Memmel (UTSU Appointee temporary)  
Mr. Jose Wilson (UTSMSU Representative)  
Mr. Yuki Takaki (Finance Committee Steward)  
Ms. Pearl Xu (RA&W Committee Steward)  
Ms. Dhvani Ramanujam (Social Justice Committee Steward)  
Ms. Chiara Cautillo (RA&W Committee Senior Member)  
Ms. Edie Guo (Farm Committee Steward)  
Mr. Richard Bingham (Senior Members Committee Steward)
1. **Welcome and Introduction**

The Warden thanked the Board for travelling to UTM for the monthly Board meeting.

2. **Approval of the Agenda**

The Warden asked if there were any amendments to be made to the agenda and none were presented. The following motion to approve the Agenda was made by Coco Lee and seconded by Ken Davy, and carried unanimously by all present voting members of the Board of Stewards:

**THEREFORE, BE IT RESOLVED THAT** the January 18th, 2018 Board of Stewards Meeting Agenda be approved as presented.

3. **Approval of the minutes of the 1288th Meeting**

The Warden asked if there were any amendments to be made to the minutes and none were presented. The following motion to approve the minutes of the previous Board of Stewards meeting was made by Coco Lee and seconded by Adrian Huntelar, and carried unanimously by all present voting members of the Board of Stewards:

4. **Motion to Appoint the Chair of the Hart House Board of Stewards** (John Monahan)

The Warden opened by notifying the Board of Holly Luffman’s resignation effective as of February 2018. The new appointed Chair will carry out the balance of Holly Luffman’s original term, from February 2018 to September 2020, so as to provide minimal disruption to the schedule.

The Warden introduced Dr. Janelle Joseph, Director of the Academic Success Centre, Assistant Director of the Transitional Year Programme, and Adjunct Professor at KPE, as the nominee. Referencing Dr. Joseph’s strong personal commitment to the essential importance of a “whole person” approach to student education, the Warden expressed his strong confidence in Dr. Joseph and deep gratitude for her willingness to serve.

The following motion was made by the Warden and seconded by Coco Lee and carried unanimously by all present voting members of the Board of Stewards:

**THEREFORE, BE IT RESOLVED THAT** the Motion to Appoint the Chair of the Hart House Board of Stewards be approved as presented.

5. **Special Introduction to University of Toronto Mississauga**

Zoe Dille (ZD), who is located at UTM one day a week on behalf of Hart House, gave a presentation about ongoing efforts to strengthen the presence of Hart House at UTM. Her UTM colleague, Alysha Ferguson (AF), spoke about their joint efforts to ensure that UTM students have access to Hart House programs. AF mentioned in particular their efforts to recruit students at UTM for this year’s Global Commons and the lessons they have learned in doing so.

Both ZD and AF overviewed the Hart House programming offered at UTM this year including Get Crafty, Board Games Café, Exam Jam and MoveU Skate. ZD and AF also noted either ongoing or prospective partnership with the Centre for Student Engagement, International Education Centre, and the Robert Gillespie Academic Skills Centre.
One of the key goals moving forward for both ZD and AF will be to expand to provide work study opportunities to students at UTM. This will hopefully encourage UTM students to facilitate and/or participate in other leadership opportunities at Hart House. Their complete presentation is available for those interested in further reading (Appendix A).

6. Committee Presentations

   a. Debates and Dialogue Committee (Venus Wang, Steward)

Venus Wang (VW) overviewed the Committee’s mandate to be relevant and responsive to current issues and topics that matter to students, staff and alumni, and the broader University community.

VW highlighted the Committee’s events including a conversation with Dennis Edney, defence lawyer to Omar Khadr; a Keynote presented by litigator Mary Henein; and a fireside chat by Premier Kathleen Wynne scheduled for March 1st. The Committee hopes to engage students in all three campuses in meaningful and relevant discussions and debates to try to make the student body and greater community think creatively and critically.

VW shared one of the Committee’s ongoing challenges, which is to properly and effectively market their events to garner more interest resulting in higher attendance. A discussion on ways to better advertise ensued, resulting in the following suggestions:

   1. Advertise on LinkedIn;
   2. Use humorous taglines to help capture attention;
   3. Diversify the audience base by reaching out to departments not usually associated with topics of discussion, but realizing that they could be a source of students willing to attend and participate in future events; and
   4. Engage community partners at the onset and reach out to their networks. Groups who have a vested interest in the topics of discussion are more likely to attend and bring their constituents along.

7. Update on Hart House Theatre Review (Michelle Brownrigg, Chief Program Officer)

Michelle Brownrigg (MB) provided a Theatre Review update to the Board. The Review resulted in 40+ consultations about the Theatre, including an examination of both its history and its current role, and a general discussion on what the Theatre could become.

MB also noted that Hart House has to be cognizant of the fact that in delivering a robust programming catalogue, Hart House staff are sometimes pushed to their limits. Providing appropriate support to theatre staff is integral to the continued success of superb program delivery.

8. Hart House and Work-Integrated Learning (Michelle Brownrigg, Chief Program Officer)

The Province of Ontario has mandated that all Ontario University students should have at least one Work-Integrated Learning (WIL) opportunity – be it through cooperative education, field placement, or an internship – before graduating. MB believes that Hart House is in a unique position to help the University provide meaningful WIL opportunities to students given its long and storied history in experiential education.

Hart House currently has at least 15 related partnerships with academic units either in place or in development.
9. **Warden’s Report**

JM directed the Board’s attention to the written summary of departmental highlights that was circulated at the meeting. This document underlined several of the ongoing issues, opportunities and activities of the House. (Appendix B)

Following this, the Warden provided an update on several broader initiatives and achievements that were not included in the written report. These included:

1. **Events:**
   i. The Hancock Lecture was held on January 23rd, 2018. There were 288 students, staff, faculty and members of the media in attendance.
   ii. Night of Ideas was held on January 25th. This all-night cultural event, focused on the theme of sleep, is a collaboration between Hart House, the Art Gallery and the Cultural Services of the French Embassy. There were 2500+ estimated attendees.
   iii. The second installment of the 2017-2018 Hart House Global Commons was held on February 1st. Session 3 will be held on March 1st, 2018. The Warden encouraged the Board Members to register if they haven’t already done so.

2. **Other Highlights:** The Warden also mentioned a few notable events that had already taken place or would soon be presented:
   a. Simon Fraser University Democracy Initiative, January 29th
   b. Remembrance of Quebec City Massacre, January 30th
   c. Debates and Dialogue Committee presents Marie Henein in Conversation, February 14th
   d. The Canadian Race Relations Foundation’s National Roundtable on Freedom of Expression, February 28th
   e. Debates and Dialogue Committee presents Premier Kathleen Wynne, March 1st

3. **Hart House Theatre:** The Warden was pleased to announce the successful run of The Crucible, which played at Hart House Theatre from January 19th to February 3rd, 2018. There were a total of 2968 tickets sold during the run, and revenues were 40% higher than initially forecasted.

4. **Customer Services Strategy:** Hart House aims to deliver a superlative customer service experience to all stakeholders. To that end, the House has signed a contract with the Training Bank to provide House-wide customer service training. Surveys and interviews are now complete.

5. **Sales and Marketing Strategy:** Hart House is currently working with the Health Systems Group (HSG) to increase revenue in the Fitness Centre by selling additional fitness memberships, improving the retention of non-students members and increasing the cross-selling and up-selling of House services

6. **100th Anniversary Update:** The Warden revealed the logo for the 100th Anniversary Event. Kelly Schnurr, the Senior Project Manager for the 100th Anniversary, will be giving an in-depth presentation of plans for the year at the next Board of Stewards meeting.

7. **Budget Review Process:** The Warden identified the steps and the outcome of the Budget Review Process which can be found in the attached appendix (Appendix C)
8. **Accessibility Services for Hart House Events:** Hart House hopes to expand awareness and training for all HH staff and student leaders, including enhanced accessibility service access for all users and visitors. Expected roll out and completion is 2018-2019.

10. **Other Business & Announcements**

There was no new business and no announcements.

11. **Next Meeting**

The next Board of Stewards meeting will be held on March 15, 2018 at Hart House, South Dining Room.

12. **Adjournment**

The meeting adjourned at 7:35pm.

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Chair  Recording Secretary

March 28, 2018
Appendices

Appendix A: UTM_BOS Meeting (Zoe Dille and Alysha Ferguson).


Appendix C: Warden’s Remarks (John Monahan).