



APPLEGROVE COMMUNITY COMPLEX

60 Woodfield Road, Toronto, Ontario M4L 2W6

Tel: 416-461-8143 Fax: 416-461-5513

www.ApplegroveCC.ca

“TOGETHER, BUILDING OUR COMMUNITY”

Board of Directors Meeting AGENDA – Monday, April 18, 2011

If you cannot attend, please call the office with your regrets.

A neighbourhood partnership fostering community
through social and informative programs for individuals and families.

Note: Instead of a committee meeting this month, there is an orientation for new Board members.

6:00 Optional Light Supper

6:15 Orientation for new Board members (experienced Board members please attend too)

- manuals
- budgets
- buddy system!

7:00

1. Welcome/Call to Order/Adoption of Agenda
2. Declaration of Conflicts of Interest
3. Timekeeper
4. Volunteer Hours
5. Donation Envelope

7:05

6. Minutes of the March 21 Special Board of Directors Meeting (*White*)
7. Program Presentation: Summer Leadership Program

7:20

8. Finance and Fundraising
 - 8.1. Draft 2010 Audited Report (*Green*): to be endorsed
 - 8.2. Year-to-Date (February) Financial Report (*Large Green*): for information

7:30

9. Officer and Committee Selection (*Goldenrod*): for decisions

7:40

10. Membership Survey Results (*Grey*): for discussion and possible decision or referral

7:50

11. Edgewood (*Salmon*)

8:35

12. Directors' Concerns
13. Adjournment



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Board of Management Meeting AGENDA -- Monday, April 18, 2011

8:35

- A. Call to Order/Adoption of Agenda
- B. Declaration of Conflicts of Interest
- C. Minutes of February 28 Board of Management Meeting (*White*)

8:45

- D. Executive Director's Report (*Pink*)

8:55

- E. Correspondence/Information (*Cream*)
 - E.1. Correspondence List

8:59

- F. Adjournment

Next Meetings

Monday, May 30 – Board meetings

Monday, June 20 or 27 – Board meetings



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Minutes of the Board of Directors Meeting March 21, 2011

A neighbourhood partnership fostering community
through social and informative programs for individuals and families.

Present: Natalie Coulter, Alana Honsch, Carmita Magnaye, Ann McKechnie, Sydney Schultz,
Pierre Trudel (Chair).
Absent: Mary-Margaret McMahan.
Staff: Jennifer Arima, Laura Enneson, Claudia Filici-McMullan, Susan Fletcher, May Seto
(Recorder), Louise Maynard, Franki Tang.
Guest: Estelle Halbach.

Dates of Next Meetings

Wednesday, March 30 – Annual General Meeting at 6:15 p.m.

Monday, April 18 – Board Meeting at 7:00 p.m.

1. Call to Order/Adoption of Agenda/Introductions

At 7:00, Pierre called the meeting to order. Quorum of 5 Directors was achieved. By consensus, the agenda was adopted as circulated.

2. Declaration of Conflicts of Interest

None were declared.

3. Minutes of the February 28 Board of Directors Meeting

MOTION (McKechnie/Schultz)

To accept the minutes of February 28.

Carried.

4. Edgewood

Susan provided an update on the Edgewood situation. Staff and Board members provided input during the discussion and felt it was important to establish a committee to continue work on finding a new home for Edgewood. Interested committee members include: Ann, Carmi, Estelle, Alana, Sydney, Louise.

MOTION (McKechnie/Coulter)

To establish an advisory committee for Edgewood.

Carried.

MOTION (Coulter/Magnaye)

That Edgewood's funding and targets be split between the Applegrove and HAIG family support programs with

- *programming at HAIG including 2 hours of Parent Resource work plus Wednesday mornings and*
- *programming at Applegrove on a late afternoon/evening to be defined by staff;*

Board of Directors Minutes

March 21, 2011

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- *and the agency reserves the flexibility to adjust schedules after a 6 month trial should this innovative initiative not prove to meet neighbourhood needs;*
- *and provided that should circumstances change, the Board reserves the right to re-open the issue of Edgewood's funding and targets and find new program space for Edgewood.*

5. Directors' Concerns

None

6. Adjournment

The meeting was adjourned on a motion by Ann McKechnie, seconded by Sydney Schultz.

Chair

Secretary



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Minutes of the Board of Management Meeting February 28, 2011

A neighbourhood partnership fostering community through social and informative programs for individuals and families.

Present: Natalie Coulter, Carmita Magnaye, Ann McKechnie, Sydney Schultz, Pierre Trudel (Chair).
Absent: Alana Honsch, Sheila Cary-Meagher, Mary Margaret McMahon
Staff: Susan Fletcher, May Seto (Recorder)
Guests: Iryna Didur, Pat Shaw

A. Call to Order/Adoption of Agenda

Pierre called the meeting to order. Quorum of 5 members was achieved. The agenda was adopted as circulated by consensus.

B. Declaration of Conflicts of Interest

None.

C. Minutes of the January 31 Board of Management Meeting

MOTION (McKechnie/Schultz)
To accept the minutes of January 31.
Carried.

D. Executive Director's Report

MOTION (Magnaye/Schultz)
To accept the Executive Director's Report.
Carried.

E. Correspondence/Information

MOTION (Coulter/McKechnie)
To accept the suggested actions.
Carried.

F. Adjournment

The meeting was adjourned on a motion by Natalie Coulter, seconded by Sydney Schultz

Next Meetings:

Monday, March 21 – Special Board Meeting at 7:00 p.m.

Wednesday, March 30 – Annual General Meeting at 6:15 p.m.

Monday, April 18 – Regular Board Meeting at 7 :00 p.m.

Chair

Secretary



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Membership Survey Results

April 2011

The Annual Meeting agenda included some information about membership and a short survey. This report summarizes the results.

Most questions used a 4-point forced-choice rating system. Unlike Applegrove's prior use of this model, for this survey, positive responses received +1 or +2 points, negative responses -1 or -2. If half the responses were positive and half negative, the total would be 0. More positives than negatives would return a positive total. If all responses were positive, the maximum result would total 40.

There were 20 responses altogether.

Results Summary

Question	Total	Average
1. How do you feel about membership fees?	13	0.65
2. How would you react to an annual family fee of \$25?	5	0.26
3. How do you feel about the following possible benefits of membership?		
a) First chance to register for After-school program	16	1.33
b) First chance to register for Day Camp and Leadership	23	1.9
c) Discount when registering for After-school program	14	1.55
d) Discount when registering for Day Camp and Leadership	16	1.45
e) Discount when registering for Seniors programs	15	1.5
4. Do you think you would ask for the fee to be waived?	-2	-0.4
5. If you currently donate to Applegrove, do you think you would continue?	Yes = 13	No = 2

Another possible benefit suggested by one respondent was a monthly draw for members only.

Analysis

The people who attend the AGM are some of the most involved and enthusiastic Applegrove members. Their responses must be viewed through this filter.

Overall, the respondents were somewhat positive about membership fees, less so about a fee level of \$25 for families. Except for early registration for summer programs, the relative responses for other benefits were about the same, slightly more than twice the average for membership fees in general. Respondents were significantly more positive about early registration for summer programs.

There was a slight negative response to requesting a fee waiver. This may reflect the income level of AGM participants. Alternatively it may result from misunderstanding the scale for this question. The intent was that a positive response would mean the respondent would likely ask for a waiver.

Background Information on Survey Form

Applegrove is considering membership fees. Many other community organizations have fees for membership. Similar community centres charge \$8 to \$10 for adults, \$15 to \$25 for families, \$5 to \$8 for seniors.

The constitution allows the Board to set the membership fee, and back in the 1990's, Applegrove charged a small fee for membership. However, for many years, the fee has been \$0. But costs are increasing and we need to increase income for programming.

If we have membership fees, we will have a way to waive them under certain circumstances. And we want offer some benefits for membership as well.

Please answer a few questions and become eligible for a prize.

✓✓ = very positive ✓ = somewhat positive ✕ = somewhat negative ✕✕ = very negative
N/A = not applicable

Detailed Results

	Rating (choose one)	Scores
1. How do you feel about membership fees?	✓✓ ✓ ✕ ✕✕ N/A	1,1,-1,-1,1,1,1,2,1,2, 1,1,1,1,2,-1,-1,-2,1,2 =13 Average = 0.65
2. How would you react to an annual family fee of \$25?	✓✓ ✓ ✕ ✕✕ N/A	2,1,-1,-1,-1,-1,1,2,2,2, na, -2,2,1,2,-1,-1,-2,-2,2 =5 Average = 0.26
3. How do you feel about the following possible benefits of membership?		
f) First chance to register for After-school program	✓✓ ✓ ✕ ✕✕ N/A	na, 2,na,1,-1,na,2,2,2,2 -2,2,2,na,2,na,na,na,na,2 =16 Average = 1.33
g) First chance to register for Day Camp and Leadership	✓✓ ✓ ✕ ✕✕ N/A	na,2,2,1,2,na,2,2,2,2, na,2,2,na,2,na,na,na,na,2 =23 Average = 1.9
h) Discount when registering for After-school program	✓✓ ✓ ✕ ✕✕ N/A	na,2,na,1,-1,na,2,2,na,2 na,2,na,na,2,na,na,na,na,2 =14 Average = 1.55
i) Discount when registering for Day Camp and Leadership	✓✓ ✓ ✕ ✕✕ N/A	na,2,-2,1,2,na,2,2,na,2 na,2,na,1,2,na,na,na,na,2 =16 Average = 1.45
j) Discount when registering for Seniors programs	✓✓ ✓ ✕ ✕✕ N/A	na,na,na,1,-2,na,2,2,na,2 na,2,na,na,2,2,na,2,na =15 Average = 1.5
4. Do you think you would ask for the fee to be waived?	✓✓ ✓ ✕ ✕✕ N/A	-2,-2,-2,-1,-1,na,2,2,-2,na na,na,na,na,na,-1,1,2,2 =-2 Average = -0.04

5. If you currently donate to Applegrove, do you think you would continue?	Yes: 1,1,1,1,1,1,1,1,1,1,1,1,1 = 13	No: 1,1,na,na,na =2
6. What other benefits can you suggest?	<p>A. Great value for the price. Outstanding opportunities for adults & children to be involved. Thank you.</p> <p>B. What about a monthly draw for all members for a basket made of items you get from donations of businesses?</p> <p>C. More fundraising opportunities</p> <p>D. Better snacks @ camp & afterschool.</p> <p>E. Special membership letter.</p>	

Other Comments (from different/various clients)

Q#1 & 2: One of the best things now is that membership is free for everyone. Charging a fee changes the dynamics.

Q#1: Fees: Just thinking about low income families.

Q#1: Membership fees must be sliding scale

Q#2 (annual fee): If there are provisions for large families.

Q#2: Annual fee: Who cannot afford fee!

Q#3: Membership should not be first come, first served. A better way is needed (equal way)

Q#3: Day Camp & Leadership are so busy, membership could be a benefit. Re discounts, what is the point of giving \$25 to get \$5 off?

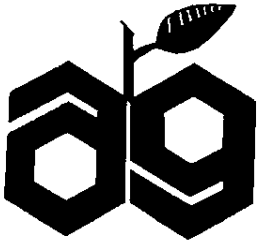
Q#4: There is a problem with asking for fees to be waived. If you are organized, you should be able to afford. And then people don't and show up with high-priced clothes & gadgets but tell you they got the fee waived. I would rather write a cheque for \$100 than pay a \$25 fee.

Q#7: Other comments

I used a drop in often last minute & with much gratitude. Paying money when I was organized. I know lots of mums & nannies who had trouble when money was asked. Things are awkward & losing people may be the result. This year, we spent \$200 extra on prizes at the fundraiser. That is what we like to do.

GR8 job Applegrove. Love you

Since most attendees are caregivers, I feel that charging may end up making some feel that they can't come.



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Applegrove Current Mission

A neighbourhood partnership fostering community through social and informative programs for individuals and families.

Adopted November, 1995.

Applegrove Original Mission Statement

Applegrove is a community centre that focuses on providing social programs based on the needs of the individual, groups and the community.

Applegrove is a community resource centre with flexible programming in an informal environment.

Applegrove is a partnership of users and staff that provides support to its users and fosters community identity and development.

Adopted November, 1988.

Duties of Officers and Committees

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The following sections are from the Procedural By-law(s), but have been re-numbered.

1. Officers of the Board

- 1.1. The Board will elect its officers and Committee Chairpersons at its first meeting following the Annual Meeting.
- 1.2. The officers of the Board will be: Chairperson, Vice-Chairperson, Treasurer and Secretary.
- 1.3. The Board may establish other offices and positions as it deems necessary, and will prescribe the powers and duties of such officers.
- 1.4. The term for every officer will be no more than two years.
- 1.5. No member of the Board may hold more than one office at any time.
- 1.6. A Director may progress through the various offices.
- 1.7. Vacancy in an office position will be declared upon:
 - i) the death of an officer;
 - ii) the resignation of an officer;
 - iii) the removal of an officer; or
 - iv) an officer ceasing to be a Director.
- 1.8. The Board may appoint any other Director, except as provided for above, to fill a vacant office, and the Director so appointed will hold office for the balance of the term of the previous officer.
- 1.9. In the event of the absence of an officer, the Board may delegate the powers and duties of such officer to any other member of the Board until the return to duty of the incumbent officer.
- 1.10. The Board may remove any person from an office at any time by a motion passed by a majority vote of the Board. Appeal may be made to the membership as a whole.
- 1.11. Duties of Officers
 - i) The Chairperson will:
 - preside, when present, at all Annual, Special and Board Meetings;
 - perform all the duties accompanying the office and any other duties assigned by the Board;
 - rule on procedural matters and ensure motions and minutes are clearly expressed;
 - be an ex-officio member of all committees; and
 - serve as a signing officer.
 - ii) The Vice-Chairperson will:
 - assist the Chairperson;
 - have such other powers as are assigned to the Vice-Chairperson from time to time by the Board;

Duties of Officers and Committees

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- if the Chairperson is absent, act as Chairperson until the Chairperson returns to duty; and
 - if there is a vacancy in the office of Chairperson, serve as Chairperson for the balance of the term of person whose departure created the vacancy.
- iii) While acting as chair, the Vice-Chairperson will have all the powers and perform all the duties of the Chairperson except being a signing officer.
- iv) The Treasurer will:
- have such powers and perform such duties as are usually vested in the office of Treasurer;
 - receive, examine and present to the Board, Applegrove's financial statements and budgets;
 - make recommendations to the Board concerning all aspects of Applegrove's financing and administration;
 - have such other powers as are assigned to the Treasurer from time to time by the Board; and
 - serve as a signing officer.
- v) The Secretary will:
- issue or cause to be issued notices for all meetings of the membership and the Board when directed or required to do so;
 - ensure that the minutes of all meetings of the membership and the Board are kept;
 - ensure minutes are provided at subsequent meetings of the board for review and adoption;
 - have such other powers as are assigned to the Secretary from time to time by the Board;
 - have responsibility for the membership records; and
 - serve as a signing officer.
- vi) All officers, at the time they leave office, will turn all the papers and documents of the office over to the incoming officer.

2. Committees

- 2.1. The Board will determine any committees needed and will prescribe the powers and duties of such committees.
- 2.2. Composition and Membership
- i) All Committees will be headed by a Chairperson chosen from among Board Members and appointed by the Board.
 - ii) All Committees should be composed of at least two Board Members and other Applegrove members and staff who are appointed by the Board.

Duties of Officers and Committees

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- iii) Both the Executive Director and the Chairperson are *ex officio*¹ members of all committees except as otherwise specified in the Committee's Terms of Reference.
- iv) All Committees will:
 - a) operate within the terms of reference laid down by the Board;
 - b) provide an open forum for discussion by all interested parties;
 - c) report their deliberations, recommendations and resolutions to the Board for confirmation and for approval; and
 - d) continue to operate for such length of time as will be determined by the Board.

2.3. Meetings of Committees

- i) Normally, Committees of the Board will hold their meetings on the premises of Applegrove at such time as the Chairperson may determine.
- ii) Notice of every Committee meeting will be provided to members of the Committee prior to the date. This notice may be either oral or written, and is not necessary when that Committee sets a regular meeting date.
- iii) Meetings of every Committee will be open to all members, except where confidential business is being conducted.
- iv) No quorum is usually required for a Committee to meet. However, minutes of Committee meetings must specify who was in attendance so that the Board may know to what degree the Committee's recommendations reflect the will of the Committee's membership.

2.4. Voting

At all Committee meetings, only the members of the committee present will have a right to vote.

2.5. Executive Committee

There will be no Executive Committee.

¹ "*Ex officio*" means "by their office" but does not prescribe whether they can vote or not. Therefore, the Chair is a member of all committees but does not necessarily attend all meetings. If the Chair attends, she/he can vote.

Duties of Officers and Committees

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Terms of Reference Personnel Committee

Draft revision September 2000 to reflect unionization and Board decisions

Revised November 2005

1. Composition

- 1.1 The Personnel Committee includes the Treasurer and at least 1 other member of the Board, one ~~staff~~ representative **of the unionized staff** (Nov. 23, 2005) **and a management staff representative** (Sept. 28, 2000) plus the Board Chairperson *ex officio*.
- 1.2 The Executive Director staffs the committee, but is not a voting member.
- ~~1.3 The Program Director attends meetings as a resource, but is not a member. (Sept. 28, 2000)~~
- 1.4 **A representative of the non-union staff can attend meetings as a member.** (Nov. 23, 2005)

2. Chairperson

- 2.1 The committee will select a chairperson from among its members.
- 2.2 The chairperson must be a Board member.

3. Responsibilities

- 3.1 To ensure that appropriate personnel policies are developed, followed, and revised as required.
- 3.2 To ensure equal opportunity employer/employee standards in all aspects of agency employment.
- 3.3 To participate in hiring of core administrative staff.
- 3.4 To make recommendations on personnel issues to the Board for approval.
- 3.5 **To act as the Labour Management Committee as appropriate.** (Sept. 28, 2000)

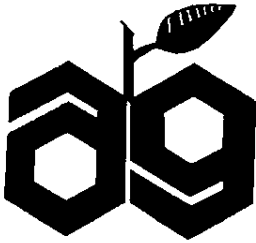
4. Procedures

- 4.1 The committee should set a regular meeting date convenient to its members.
- 4.2 Because issues of a sensitive and/or confidential nature may be discussed, only members of the committee should attend meetings. However, other interested parties from the Board, staff or users are welcome to contact the chair of the committee to request permission to attend.
- 4.3 Minutes of committee meetings, draft policies and drafts of other organizational documents (such as terms of reference) will be circulated with the monthly Board package.

Duties of Officers and Committees

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- 4.4 Hiring reports and other information concerning current and potential staff will be considered confidential within the committee.
- 4.5 **The staff rep(s) and/or the management staff rep and/or Executive Director may be excluded from discussions on certain issues.** (Sept. 28, 2000)



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Edgewood Dream Committee

April 7, 2011

Present: Sydney, Carmi, Louise, Susan (recorder)

Regrets: Alana, Ann, Estelle

1. Next Meeting

- Thursday, April 14 (late afternoon/evening time to be decided)

2. Information from Corpus Christi

- Monsignor SanBianco called on April 6
 - the church Finance Committee is recommending to Parish Council that the Church house Edgewood for \$5,000 annual rent
 - Parish Council meets on Wednesday, April 13
 - he is inviting Edgewood's founder and suggested Applegrove have a parishioner speak about Edgewood.
 - there will be about a 6-week window for our decision
 - Church/Parish Council will also have to understand our insurance, etc.
- Susan suggested that to proceed, we need to raise the majority of the \$5000 before the end of May

3. Other Relevant Info

- Children's Services approved Board proposal to re-allocate EW, including the right to reinstate EW if circumstances change.
- our EW at Corpus Christi Church proposal is
 - 2 days/week of programming (2 of Tuesday, Wednesday or Thursday), cancelling when necessary for funerals and other church events.
 - 4 hours/day of programming for a total of 8 hours/week (the old Edgewood had 9 hours/week.
 - 10 months/year (not July and August).
- in addition to funds from YogaThon, Applicious, Pasta Fest, Applicious, Nevada, and donations, Applegrove already needs to raise about \$20,000 to maintain PC and EW (including proposed re-allocation). \$5,000 is an increase of 25%.
- Applegrove also raises about \$25,000 each year to support After-school, Teen and Summer programming (in addition to the government funding and on-going funding such as Focus on Youth and Star Fresh Air Fund). May does most of this. For each successful proposal, there are 3 to 5 unsuccessful ones.
- 2010 surplus = about \$9,000.
- unrestricted surplus = \$21,000. Funders often look for an organization to have a surplus of at least 2 months expenses. Even if we just apply this test to Program (not Admin), with total 2010 program expense of \$389,952, 2 months = about \$65,000.
- in May, Susan will probably be busy with the Admin budget (new deadline of early June instead of September) to have it ready for the May 30 Board meeting

4. Decision on whether to proceed

- the committee recommended proceeding
 - importance of serving that neighbourhood
 - our previous barrier was space; now this barrier is only money
 - Edgewoodians will probably rally as HAIG participants did last year.

5. Ideas for raising money

- importance of tapping into sources Applegrove does not already use
- importance of connecting with individuals with funds and/or connections
- in no particular order; the committee will select from them, not proceed on all of them!
 - meeting of Edgewoodians ASAP to explain and raise money
 - ask Corpus Christi School site developer for help
 - reinstate SPA night
 - drop-in level fundraiser
 - head shaving → Louise? Carmi? other volunteers?
 - “loonie line”: measure distance from school to church, collect loonies to stretch from one to the other
 - baby steps: sell footprints representing the distance from school to church. Connect with local stores and ask them to sell footprints on our behalf.
 - tyke-a-thon or trike-a-thon: use school track for a parent-and-toddler walk-a-thon with pledges for how many times the distance from school to church.

6. Ideas for raising awareness

- hand-out at Easter Parade
- structure a news story and use media contacts
 - focus on one family (members identified some possibilities)
 - “just \$5,000 will re-open this program”
- brochure or flyer? using pix of children in program?
- identified some key individuals to inform and involve as appropriate

7. Next Steps

- brief Edgewood’s founder (Susan) including asking whether a Board representative should attend Parish Council
- identify other parishioners (Louise, Sydney), check if they are attending Parish Council and brief them
- advise Estelle (Susan)

8. Next Meeting

- agreed to meet after Parish Council and before April 18 Board meeting to bring fundraising proposals to Board.
- Thursday, April 14 (late afternoon/evening time to be decided)



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Executive Director's Report April 8, 2011

There is follow-up information on a number of issues discussed in my prior reports or at the Board.

Edgewood

Following up on the Special Board meeting, on March 22, I advised Children's Services of the motion. My letter noted that the selected programming model

- splits Edgewood's staffing about 45% for Applegrove and 55% for HAIG.
- provides Wednesday morning programming at HAIG.
- provides 2 hours weekly (plus one hour of planning, preparation and administration) of Parent Resource time to HAIG. Some of this time will be spent in program as a second staff on one of the operating days. Some will be spent in monthly Advisory meetings for the parents. Some may be spent in monthly workshops. We anticipate that both the workshops and Advisory meetings will be in the evening due to space restrictions during the day and the large proportion of caregivers who attend the program.
- provides 5 hours of staffing at Applegrove for "late afternoon/evening" programming. This will probably be on a Tuesday or Wednesday evening, possibly from 4:30 to 7. We discussed the possibility of offering 2 evenings monthly of drop-in programming, 1 evening monthly of workshops, and one evening monthly of a family dining and activity program.

May and I met with the Children's Services Consultant on April 1 and received verbal approval of the new model. We noted that implementation would be staged because of the current parental leave, but that Applegrove would plan for full implementation in September with the end of the leave.

We subsequently had an initial meeting with staff to begin discussing implementation.

Edgewood Dream Committee

The first meeting was scheduled for Thursday, April 7. The night before, I received information from the church that dramatically changed the discussion. Please read the committee notes for details.

City Policy Changes

In March, I circulated electronic copies of several City reports recommending policy changes that might affect Applegrove. Follow-up information:

- the original report recommended that the Mayor appoint all Board Chairs. A subsequent report and the recommendations going to Council on April 12 exempt AOCCs¹ from this.
- the original report was not clear on the nomination/appointment process for AOCCs. Now it is clear that AOCC boards will continue to be appointed by Community

¹ AOCC = Association Of Community Centres. There are 10 centres like Applegrove for which City Council appoints a Board of Management and funds administrative expenses.

Councils; the implication is that AOCC's will continue to use their current recruitment processes. For Applegrove, these processes include advertising within the centre, on the website and in local newspapers; advertising on the City website; and advertising on the Maytree Foundation's DiverseCity onboard site.

<http://maytree.com/divcity/onboard>

- Council will review "the board by-laws of all agencies that regulate the internal conduct of the business and affairs of the agency". Staff of the City Manager's office were involved in the amendments to Applegrove's Constitutions and the framing of the Procedural By-law some years ago. Consequently, I believe our by-laws should meet City requirements.

If you would like paper or electronic versions of the policies, please let me know.

Applegrove Lease

After being in overholding on the old lease since 1993 (it ran from 1983 to the end of 1992), we finally have a new lease. It runs for 5 years starting in January 2009. It includes the office, lounge, parent/child room, and "archive room". Unlike the old lease, it does not include the back hallway or the Hub (outside the lounge). Plus, it allows Applegrove to use our leased space on Saturdays as long as the Recreation Centre is open. Although we do not have any Saturday programming at the moment (since we previously had to pay several hundred dollars extra to use our space on Saturdays), this new lease gives the possibility of Saturday programming during the school year.

Renovations

The City's 2011 and 2012 Capital Budgets include renovations for Applegrove. These include replacing:

- the floor in the larger Parent/Child room
- cabinets and counter in the PC kitchen
- cabinets and counters in the Lounge kitchen and
- air conditioners in the office

plus installing 6 new electrical outlets in the office. The Project Manager and I had preliminary meeting. Of course, Applegrove's location in TDSB property means that everything is more complicated.

2011 COLA for Management

The City budget approved 2.25% Cost Of Living Adjustments for non-union staff. The Budget Analyst advised that there would be a "technical amendment" to the AOCC budgets to allow for these. I will submit the amount for Applegrove and report it to the Board.

Membership Follow-up

As requested at the January Board meeting, there was a short membership survey at the AGM. A summary of the results is included in the package.

AGM Follow-up

Thanks to new Board member Ben who took pictures at the AGM, I posted photos on the Applegrove Facebook page and our volunteer web manager, Marina, posted them on the website Governance page.

New Board members (and experienced ones) are invited to a Board orientation session on April 18 at 6:15 p.m. (immediately before the Board meeting). They will receive their Board binders, key information, and their Board mentors to aid in orientation and integration.

Outreach and Involvement Staff

Toronto Employment and Social Services funds 2 Outreach and Involvement Workers at Applegrove under the Investing in Neighbourhoods program. These special contract positions started in summer 2010 and were intended to be 1 year each. We expected that the 2010/11 workers would do the majority of the work in planning and organizing Appicious. Then the new 2011/12 workers would help to staff the event and organize the following year's festival.

However, both workers (Monica and Clifford) have now resigned. We are reviewing applications for new workers.

Provincial Consultation on Best Start

On April 6, we held a meeting about this provincial consultation. Although only 3 people attended, we then posted information about participation around the building and distributed it within relevant programs and in the mail-out for camp registration. I also posted a link on Applegrove's Facebook page.

Board members are especially encouraged to provide input before the deadline of April 15. The 2009 Pascal report not only recommended full day kindergarten, it also included a vision of integrated services for young children and families. Visit Facebook to respond online or pick up a paper form in the office.

Respectfully submitted,

Susan Fletcher.

Revised Board Workplan for 2011

Meeting	Main Issue	Additional Issues	Program Presentation	Results
March 21	Edgewood			Decision
Wednesday, March 30	AGM			
April 18	Membership Edgewood	Select Officers and Committees	Summer Leadership Adventure	
May 30	Review Risk Management	Admin Budget Edgewood		
June 20 or 27 (to be confirmed)			Day Camp	
Summer Board meeting or social?				



Applegrove Events and Board / Committee Meetings – April 8, 2011
Office Phone 416-461-8143

Please note that Board meetings are on Monday evenings, usually the last Monday of the month.

April	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10		11	12	13 Corpus Christi Parish Council	14 <i>Edgewood Committee</i>	15 DINE	16
17		18 Board	19	20	21	22 Applegrove Closed for Good Friday	23
24 Walk with Applegrove in Beaches Lions Easter Parade		25 Applegrove Closed for Easter Monday	26 [Duke of Connaught School Council]	27 <i>Day Camp Registration opens</i>	28	29	30

May	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1		2	3	4	5	6	7
8 Mothers' Day		9	10	11	12	13 DINE	14
15		16	17	18	19	20	21
22		23 Applegrove Closed for Victoria Day	24	25	26	27	28
29		30 Board	31 [Duke of Connaught School Council]				

June	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3	4
5		6	7	8	9	10 DINE?	11
12 <u>Toronto Challenge Walk/Run for Seniors</u>		13	14	15	16	17	18

Bold = community event. *Italics* = an important change. Underline = an Applegrove special event.
[Brackets] = another group's meeting or event that may affect you.

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19 Fathers' Day	20	21 [Duke of Connaught School Council]	22	23	24	25
26	27 Board?	28	29 Last Day of School (Elementary)	30	July 1 Applegrove Closed for Canada Day	

July	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Applegrove Closed for Canada Day	2
3	4 First Day of Camp	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31	August 1 Applegrove Closed for Simcoe Day						

August	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Applegrove Closed for Simcoe Day	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26 Last Day of Camp	27	
28	29 Board	30	31				

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September Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Applegrove Closed for Labour Day	6	7	8	9	10
11	12	13	14	15	16	17 Applicious
18	19	20	21	22	23	24
25	26 Board	27 [Duke of Connaught School Council]	28	29	30	

October Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10 Applegrove Closed for Thanksgiving	11	12	13	14	15
16	17	18	19	20	21	22
23	24 Board?	25 [Duke of Connaught School Council]	26	27	28	29
30	31					

November Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11 Applegrove Closed for Remembrance Day	12
13	14	15	16	17	18	19

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20	21	22	23	24	25	26
27	28 Board	29 [Duke of Connaught School Council]	30			

December Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
Applegrove Closed for Holidays						
January 1	January 2 Applegrove Closed for New Year's Day					

January Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Applegrove Closed for New Year's Day	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30 Board	31 [Duke of Connaught School Council]				

February Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4

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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 Applegrove Closed for Family Day	21	22	23	24	25
26	27 Board	28 [Duke of Connaught School Council]	29			

March	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2	3
4	5	6	7	8	9	10	11
18	19	20	21	22	23	24	25
25	26	27 [Duke of Connaught School Council]	28	29	30	31	

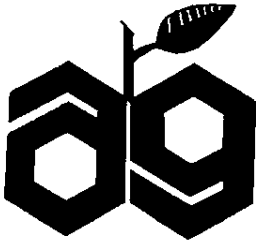
April	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 Applegrove Closed for Good Friday	7	
8	9 Applegrove Closed for Easter Monday	10	11	12	13	14	15
22	23	24 [Duke of Connaught School Council]	27	26	27	28	29
29	30 Board						

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APPLEGROVE COMMUNITY COMPLEX

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“TOGETHER, BUILDING OUR COMMUNITY”



CORRESPONDENCE/INFORMATION

April 2011

From (Date Received)	Regarding	Action
1. City Clerk (Mar 8)	Public meeting March 24 regarding amendments to zoning bylaw	R&F
2. City Clerk (Mar. 14)	Toronto and East York Community Council meeting March 22 will include rezoning application for 66-76 Kippendavie	R&F
3. Ministry of Health and Long Term Care (Mar 23)	Compliance with Public Sector restraint act	Does not apply to municipalities.
4. City Clerk (Mar. 22)	Council action on zoning amendment for 580 to 592 Kingston road	R&F
5. City Clerk (Mar. 22)	Council adopted operating budget	R&F
6. City Clerk (Mar. 24)	Public meeting at City Hall April 21 for draft plan of condominium on Maughan Cres.	R&F
7. Children's Services (Apr. 7)	Supporting our Edgewood plan	Proceed to implement
8. City Clerk (April 4)	Meeting on April 18 at Centre 55 regarding planning application for 2223 and 2225 Gerrard Street	R&F

R&F = Receive and File