TO350 Board + Exec Meeting
Feb. 28, 2017

Attending: Angela, Amelia Rose, Caleb, Phil, Jody, Tresanne, Tali, Ellery, Kalina, Katie

Board Members Absent: Fatin, Maya, Pallavi, Brandon

Exec Members Absent: Roger

Chair: Jody

Minute-taker: Jody

Land Acknowledgment

"I would like to acknowledge this sacred land on which the Steelworkers Hall operates. It has been a site of human activity for 15,000 years. This land is the territory of the Huron-Wendat and Petun First Nations, the Seneca, and most recently, the Mississaugas of the Credit River. The territory was the subject of the Dish With One Spoon Wampum Belt Covenant, an agreement between the Iroquois Confederacy and Confederacy of the Ojibwe and allied nations to peaceably share and care for the resources around the Great Lakes.

Today, the meeting place of Toronto is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work in the community, on this territory."

1) Intros and check-in (5 min.)
   • Name, preferred pronouns, if your week was a type of weather what would it be?

2) Upcoming Events & Announcements (5 min.)
   • OTPP Rally Thursday March 2nd, 4-6pm @ Yonge/Finch [link to Facebook event]
     ○ Kinder Morgan looking for investors, asking pension funds like OTPP
     ○ Divest OTPP campaign is organizing a rally in front of the OTPP office at Yonge and Finch: teachers don't want OTPP to fund KM pipeline
     ○ Groups participating: elementary school teachers, Toronto350
   • Conference call tonight at 9:15 with Brian -- final planning for the rally
3) Role of the President (Tres) (50 min.)

- Weekly responsibilities and accomplishments
  - [link to prepared document]
    - 8 hours helping directly with campaigns; 2 hours indirect campaign support, connecting people/information; 2 hours Tuesday weekly meeting; 3 hours short-term projects like elections, strategy sessions, conflict resolution; 2 hours admin/requests for tabling, endorsements, collaboration; 2 hours group development and exec coordination; 1 hour long-term projects like web development, fundraising, donor management + (10-20 hours of unpaid time like workshops)
    - Accomplishments
      - Sit-in at CB
        - budget; art build; materials; training
      - Starting COTTFN fundraising campaign and connecting with other organizers
        - Raised $30,000
      - Group strategy
        - Visioning session planning and facilitation
      - Supporting small projects by empowering leaders to grow as organizers, grow in the role + ladder of engagement
      - Organizing fundraisers
        - $2000 from Lysistrata with TSP
        - Hot Stuff fundraiser raised $750 with 416 Dating
        - April fundraiser raised $4750 through board/exec pages on website
      - Making connections for an intersectional movement
        - E.g. Fight for 15
    - Hours are rough estimates, not precise
    - For Board/Exec to understand role, also to help transition anyone else who would want to be in the role
    - Splitting roles would have advantages and disadvantages, but possible to do and would benefit
    - Oversight of time? Is that the Board?
      - Take some responsibility off the President’s shoulders; it’s hard to say no, but if you could defer to group processes for approval of overtime, it
becomes easier to get support to prioritize and lighten the load

- [https://docs.google.com/document/d/1j14gGX4MnaCMCdwa_RrP2iNo6nrmxy2uJZGtvpQsKU/edit](https://docs.google.com/document/d/1j14gGX4MnaCMCdwa_RrP2iNo6nrmxy2uJZGtvpQsKU/edit)
  - Next step: Conversation: talk about evaluation and oversight of President’s time

- Stretch break!
- Financial update
  - [https://docs.google.com/spreadsheets/d/1nb-jYkQfgo7s8QxwHRdL0falB2VCY16cHqVNnW2hsZ4/edit#gid=0](https://docs.google.com/spreadsheets/d/1nb-jYkQfgo7s8QxwHRdL0falB2VCY16cHqVNnW2hsZ4/edit#gid=0)
    - PayPal and Authorize.net are monthly, Stripe is one-time
    - No grants this year, all income has been from donations
    - Next step: Conversation: How can we keep communicating with donors and maintain relationships, help them see where their money is going?
    - In a healthy financial situation to support ongoing actions and meeting expenses
    - Effectively, currently at $5000
    - Ellery will continue to update this document once a month

- Stretch break!!! (your brain and your body)

- Fundraising plan
  - [https://docs.google.com/document/d/1vRaj7ATcPMJj6YcaMau6Zgcdk3opNEczz_HBOWbhJLA/edit](https://docs.google.com/document/d/1vRaj7ATcPMJj6YcaMau6Zgcdk3opNEczz_HBOWbhJLA/edit)
    - We’ve had attrition rate of 5 or 6 monthly donors over a year and a half (which sounds like low attrition, from experience)
    - Next step: conversation about attrition and payment systems
    - Some grants require you to be a corporation to apply; could be an important factor
    - Board could do more to support president with fundraising
      - Next step: move this conversation to e-mail

- **Proposal 1**: We pay the president for the month of March, at $18.52/hour, 20 hours/week, which works out to around $1500.
  - What would the hours be used for?
    - More fundraising to a point of sustainable, higher monthly donations; still regular responsibilities (about 50/50 split but will depend on week)
  - Require an invoice, Tres gets a contract
  - 8 in favour: 2 abstentions

- **Proposal 2**: Provided there is a minimum of $3500 in Toronto350’s bank account at the end of the month, we will commit to paying the president for the following month, at $18.52/hour, 20 hours/week. We will start using this guideline at the end of March.
• Set an end date or review period, maybe June +
  • 5 in favour, 4 abstentions, 1 against

Go-around
• Hesitation, feels precarious to pay about half our income on staff
• Good proposal, could be complex, review period good idea, steady funds, use money for important president things is worthwhile
• Feels precarious, not comfy with position of paid staff not knowing whether they'll be paid, no better way to spend money without someone receiving a decent wage
• Definitely need to pay someone this month to survive, March is good trial period, expense for this group is paid staff -- we need people resources and time, and that's our tool to effect change
• Agree!
• We’re all passionate about this; but money could go based on need
• Agree that we need someone in March; might talk about decreasing hourly rate if we were worried about money
• We should frontload fundraising work to this next month, make sure it gets needed time; not comfortable with financial situation being precarious month to month
• Might actually be less precarious than the last couple of months

4) Incorporation (Brandon/Pallavi?) (30 min.)
• Thanks to Pallavi for doing research on advantages/disadvantages of being incorporated
• Summary of research
  • Definition of incorporation
  • Legalities
  • Advantages
  • Disadvantages
• Discussion of next steps
  • If we are going to stay incorporated, we need someone to continue filling the Treasurer role, since Ellery is leaving in April :'(

5) Exec Roles (Tres/Amelia Rose) (20 min.)
• What roles and responsibilities do you currently have?
• Where could you use support?
• What work would you want to do if you had the capacity?
• Short discussion on next steps
6) Recap decisions and next steps (5 min.)
   • Next step: talk about oversight of President's time, possible support and accountability structures with the Board
   • Next step: How can we keep communicating with donors and maintain relationships, help them see where their money is going?
   • Next step: conversation about attrition and payment systems
   • Next step: schedule emergency board meeting within next two weeks on incorporation and fund-raising