

Tamil Community Centre – Board of Directors - Minutes  
November 7th 2022, 7:00am – Virtual Meeting

**Expected to attend:**

Siva Vimalachandran  
Pamela Kethees  
Dr. Santhakumar  
Nedra Rodrigo  
Neethan Shan

**Absent with Regrets:**

Keerthana Rang  
Vithu Ramachandran  
Dr. Lambbotharan

1. Call to Order
2. Approval of Agenda

**MOTION**      **Moved: Vimalachandran**      **Seconded: Rodrigo**

**BE IT RESOLVED THAT the Agenda be approved as presented.**

**MOTION CARRIES**

3. Approval of Minutes

**MOTION**      **Moved: Vimalachandran**      **Seconded: Kethees**

**BE IT RESOLVED THAT the minutes from September 26, 2022 be approved as presented.**

**MOTION CARRIES.**

4. Project Management Office Update

*\*Please refer to the attached reports for updates\**

*The monthly reports has been submitted by TurnerTownsend on Project Status Summary, Budget and Schedule. No issues to currently report other than fundraising concerns to meet cash flow.*

*Grant Thornton invoice that will be processed for payment for work in relation to our HST set up with CRA and the filings from year end 2021 to June 2022. HST filing is up to date for period ending October 31, 2022.*

*Design progress report for ZBA submission attached for reference.*

5. User Committee Update

*Nedra has taken the lead on the User Committee, the kick off meeting was held, and she has had the members attend site visits to gather information that would be helpful as we move through the design process. We are instructing the architects to proceed with design*

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*development within the parameters of the pre-design study that was socialized and welcomed by our stakeholders, the indigenous communities and elected officials.*

*User Committee will continue to hold community meetings to consult on specific programming spaces.*

6. Fundraising Update

Updated Sponsorship Agreement has been shared with the Board. The fundraising team will use the agreement to solicit donations.

7. Executive Director Job Posting Review/Discussion

*Interview requests have been sent to candidates for the following dates:*

***Monday November 7th : After 6PM***

***Friday November 11th : After 6 PM***

***Saturday November 12th : 9 AM -12 PM***

*Interviewers will at least 3 of the following 4 Board members: Vimalachandran, Rang, Shan, Rodrigo*

8. Other

9. Adjournment

**MOTION**      **Moved: Rodrigo**                      **Seconded: Shan**

**BE IT RESOLVED THAT the meeting be adjourned.**

**MOTION CARRIES.**