

Tamil Community Centre – Board of Directors - Minutes
September 26th 2022, 7:00am – Virtual Meeting

Expected to attend:

Siva Vimalachandran
Keerthana Rang
Pamela Kethees
Nedra Rodrigo
Neethan Shan
Vithu Ramachandran
Dr. Lambotharan

Absent with Regrets:

Dr. Santhakumar

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 August 29, 2022 be approved as presented.

MOTION CARRIES.

4. Project Management Office Update

Approval of Prime Consultant Contract

Please refer to the final contract negotiation process package

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

WHEREAS the RFP evaluation report was approved by the Board; and

WHEREAS the evaluation committee's recommendation to name gh3.inc as the preferred proponent, subject to final interview and contract negotiations was approved by the Board;and

WHEREAS concluding contract negotiations, the was to be approved by the TCC Board prior to any commencement of work; therefore

BE IT RESOLVED THAT that final contract negotiation package be approved as presented and the Board authorize the TCC signing authorities to execute the Prime Consultant contract with gh3.

MOTION CARRIES.

RFP Evaluation Results – Geotechnical, Environmental and Hydrogeological

Please refer to RFP evaluation process package

The intent of this study is to gather soil information that could affect the design and performance of the building, including any potential effects, soil conditions may have on construction procedures. The study will also identify local hydrogeology of the site including generic water balance that establishes target values for infiltration and base flow; determine possible impacts and provide mitigation measures.

Also, typically these studies are legally expected to be provided by project owner and can create professional liability challenges, if bundled with the Prime architect's scope.

A public RFP process was conducted.

MOTION Moved: Vimalachandran Seconded: Rang

BE IT RESOLVED THAT the RFP evaluation package for Geotechnical, Environmental and Hydrogeological services be approved as presented; and

BE IT FURTHER RESOLVED THAT Turner Townsend (TCC's PMO) recommendation of the successful proponent be approved as presented; and

BE IT FURTHER RESOLVED THAT the TCC Board authorize the execution of the temporary access to site agreement by TCC signing authorities with the City of Toronto for the completion of the required studies by the proponent.

MOTION CARRIES.

PMO recommendation for payment of invoices – Memo #5 September 20, 2022

MOTION Moved: Vimalachandran Seconded: Ramachandran

BE IT RESOLVED THAT the payment of invoice recommendations be approved as presented; and

BE IT FURTHER RESOLVED THAT the TCC signing authorities issue the payments.

BE IT FURTHER RESOLVED THAT FUTURE FIXED INVOICING BE AUTHORIZED FOR PAYMENT WITHOUT REQUIRING BOARD APPROVAL.

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5. User Committee Update

The first User Committee introduction meeting has been scheduled for October 7, 2022.

6. Communications Committee Update

Committee will post the ED job posting, inclusive of social media. Website update ongoing. Social media strategy being planned.

7. Seed Sponsorship Fundraising Update

- a) Another donation installment of \$50,000 was deposited by the Srinarayanathas Foundation on September 16,2022.
- b) Find attached the fundraising cashflow target estimates for successful project completion.
- c) Donor Agreement

MOTION Moved: Vimalachandran Seconded: Rodrigo

WHEREAS a donor agreement has been prepared for large donations inclusive of relevant terms of condition, purpose of donation, schedule of payments and other relevant material; therefore

BE IT RESOLVED THAT the draft Donor Agreement be approved as presented; and

BE IT FURTHER RESOLVED THAT any further significant changes be brought to the Board for approval;and

BE IT FURTHER RESOLVED THAT all Donor Agreements be approved by the TCC Board prior to execution by TCC signing authorities.

MOTION CARRIES.

8. Executive Director Job Posting Review/Discussion

Executive Director job posting will be posted publicly this week.

Vimalachandran, Rodrigo and Shan will review the applications and prepare the package for the Board to review at the next meeting.

9. Other

10. Adjournment

MOTION Moved: Shan Seconded: Kethees

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BE IT RESOLVED THAT the meeting be adjourned.

MOTION CARRIES.