TAMIL COMMUNITY CENTRE
BOARD OF DIRECTORS
MEETING MINUTES

December 18, 2023

<u>Members Present</u>: A. Arulsothy   N. Rodrigo
                      J. Jeyakumar   K. Saravanan
                      K. Navaratnam   R. Santhirasegaramoorthy
                      S. Panchalingam   D. Vigneswaran

<u>Members Absent</u>:

1. CALL TO ORDER/ROLL CALL

2. APPROVAL OF MINUTES

Moved by Santha
Seconded by Rodrigo

That the minutes of the December 11, 2023 TCC Board Meeting, be approved.

                                                       <u>CARRIED</u>

3. APPROVAL OF AGENDA

Moved by Vigneswaran
Seconded by Rodrigo

That the agenda for the December 18, 2023 TCC Board Meeting, be approved.

                                                       <u>CARRIED</u>

4. INITIATE FEASIBILITY STUDY FOR AUDITORIUM REGARDING NUMBER OF SEATS

Moved by Rodrigo
Seconded by Vigneswaran

That the Feasibility Study analyzes the viability of the (various size and scale options) for the auditorium to determine the financial components and requirements pre-construction and post-construction through operation;

That the Board consult with David Joliff and gh3 to complete either a partial or complete feasibility analysis upon confirming the various pricing options/scopes covered by the consultants; and

That the Board is continuing to conduct through the Operations and User Committees market research with frequent community auditorium users, which will be used to supplement the consultant feasibility study.

                                                       <u>CARRIED</u>

5. FINALIZING RECURRING COMMITTEE MEETING SCHEDULING DATES/TIMES

That the Project Committee meets Tuesdays at 7:00pm, User Committee meets Thursdays at 6:00pm, Fundraising Committee meets Wednesdays at 1:30pm, and the Communications Committee meets Thursdays at 7:00pm.

                                                       <u>RECEIVED</u>

6. INVITE OPERATIONAL SUPPORT MEMBER ATTENANCE AT THE TCC BOARD MEETINGS

Moved by Arulsothy
Seconded by Santha

That by the invite of the Board, the Operational Co-Chair attends the Board Meetings to provide operational support;

That as the Operational Co-Chair is involved in organizing project timelines/committee milestones and sub-tasks in a collaborative manner; and

That this role is representing and shaping what eventually the ED role will become.

CARRIED

7. ITEMS RELATED TO PROJECT MANAGEMENT

7.1 TCC TREASURY UPDATE

That the Audit Report from 2023 is in the TCC Share Drive. Scheduling Treasury Meetings monthly to manage the cheques/balances. The Treasury team will be meeting on Wednesday, December 20, 2023 to sort out all invoices being reconciled by end of year. Additional cashflow framework will be analyzed with the PMO this Wednesday, December 20, 2023.

7.2 UPDATES FROM PROJECT COMMITTEE KICK-OFF MEETING WITH ARCHITECT, GH3, HELD WEDNESDAY, DECEMBER 13, 2024

That gh3 and the TCC Project Committee conducted a scope review (activating the 5 design drivers, learning financial challenges with pre-design study), schedule review/expectations/durations for design/construction phases, discussion on auditorium feasibility, and updated discussion on TCC direction/budget control.

7.3 UPDATES FROM GOVERNANCE MEETING HELD SUNDAY, DECEMBER 17, 2023

That a detailed discussion on membership was had (identifying who/how members should be selected (possible criteria) and phases of membership of the project lifecycle.

7.4 SUBMISSION OF ICIP REPORT TO MOI BY WEDNESDAY, JANUARY 31, 2024

That an updated construction and financing schedule be confirmed by the Project Committee and the Board so that the semi-annual update to the Ministry could be made by end of January 2024.

7.5 UPDATE ON LEASE AGREEMENT WITH CITY OF TORONTO

The City is preparing the Delegated Approval Form for which they'd like to receive a high-level construction and financing schedule. They'd like to receive the same updates on a quarterly basis.

RECEIVED

8. OTHER

9. ADJOURNMENT

Moved by Vigneswaran
Seconded by Ramanan