

LEARNING DISABILITIES ASSOCIATION OF ONTARIO

Minutes of the Board of Directors Meeting

Friday, October 17, 2008 at 5:45 PM at the Bloor-Yorkville Marriott Hotel, Toronto, Ontario

Present (in person): Howard, Chaban, Lee, Bogie, DiPasquale, Greco, Handley-Derry, Hasold-Schilter, Kennedy, Lyons, Michaelidis, Pawlett, Todd, and Waxman

Regrets: Mandarino

Staff: Wygant, Quinn, Zone

Agenda Item	Heading	Discussion	Action Item/ Task	Key Contact/ Lead	Completion target date
1	Call to Order	Meeting called to Order at 5:45 PM. Pam Howard in the Chair.			
2	Approval of Consent Agenda	Ms. Howard called for the motion.	MMS: Lyons/Chaban Approved		
3	Acknowledgement of Retiring Board Members	<p>Ms. Howard took this opportunity to acknowledge the retirement of two members of the Board – Peter Chaban and Steve Lee. Both have served their full eligible terms..</p> <p>It was with great thanks that Ms Howard acknowledged the contribution of Peter Chaban in keeping the organization and the LDAO office effective amidst great change over the past 3 years. Not only has he supported the growth of the Board, but he has also helped forge strategic partnerships with the Hospital for Sick Children for our ongoing Educator Workshop Series. His work with MACSE has been valuable not only to</p>			

		<p>LDAO but to the whole LD community. He will be sorely missed.</p> <p>Steve Lee has been the Treasurer for the past 6 years and has risen to the challenge of getting LDAO back onto a more secure financial footing. We thank him for his contributions and wish him well.</p> <p>Both men thanked the board for their sentiments and acknowledged the support of their fellow board members and staff that helped them over the years.</p>			
4	<p>LDAO Human Resources Committee Update</p> <p>a) Parental Leave</p>	<p>The Board was reminded that LDAO has never had, until recently, a HR committee to deal with the issues of staff recognition and retention. A small committee has met several times to review the current LDAO Personnel Policy Manual and to discuss changes required to meet current and future needs.</p> <p>The recommendations of this Committee to the Board reflect policies that are a bit more generous than those normally seen in the private sector, generally because the wages and perks in the charitable sector do not necessarily meet the standards of the private sector.</p> <p>The first proposed change to LDAO policies is to expand the policy on Parental Leave. The charitable sector generally attracts more women than men and the current LDAO Policy does not allow for any accommodation other than that legislated by the Employment Standards Act. After looking at other</p>	<p>MMS: Hasold-Schilter/Greco That LDAO approve a policy regarding Top-Up of EI benefits to LDAO staff who have been with LDAO for a minimum of 2 years and are taking parental leave. The additional benefits will be reflected in the following</p>		

		<p>not for profit organizations, the Committee is recommending to the LDAO Board that they have a provision in the LDAO Personnel Policy that allows for a Top-Up of the wages paid out through EI when a staff member takes parental leave.</p> <p>An active discussion ensued about setting precedents and what the costs to LDAO would be and what if in any particular year the finances did not allow us to offer this. It was agreed that being able to offer this option to staff under clearly laid out terms, would put LDAO in a better position to attract and keep staff. It can also be seen as a sincere effort on the part of the Board to recognize the contribution of staff to the well-being of the organization.</p>	<p>manner:</p> <ul style="list-style-type: none"> • Top up for the first two weeks to 100% of their salary and the subsequent 24 weeks at a top up of 80% of their salary <p>LDAO reserves the right to look at this policy every year in light of our financial position. Carried.</p> <p>The LDAO staff is requested to put this policy into the Personnel policy and enact the policy for applicable staff</p>	Zone/Quinn	Immediately
	b) Vacation entitlement	<p>The Committee has reviewed the current Vacation Entitlement Policy of LDAO and wishes to make an amendment to the policy.</p> <p>LDAO is in the unique position of having several staff that are at or have exceeded twenty years of full time employment with LDAO. When the original policy was updated to reflect current standards in the broader workplace, it put at disadvantage those long time staff people who had not benefited from the increased allocation of weeks of vacation based on years of service as do the new employees coming into LDAO.</p> <p>There was some discussion about the financial implications for LDAO re</p>	<p>MMS: Hasold-Schilter/Greco That LDAO approve an amendment to the current Vacation Entitlement Policy for LDAO staff that entitles those staff with 20 years or more of full time service to LDAO be entitled to 30 days (6 weeks) of vacation per year". Carried.</p> <p>This amendment will be changed in the current Personnel Policy</p>	Zone/Quinn	Immediately

		amending this policy, but it was acknowledged that it is unlikely that future LDAO staff will reach the 20yrs+ mark therefore it would not be an undue hardship on the Association down the road. It is also seen as a morale booster and recognition for the two staff currently impacted by the amendment.			
5	Proposal from Jay Mandarino for a Skateboard Park	<p>The Executive Director recently received an inquiry from LDAO Board member Jay Mandarino related to a particular project he is involved in and wondered if LDAO would be interested in being a partner.</p> <p>He is currently building a Skateboard Park and is awaiting approval for a new Foundation from CRA. In the interim, he would like to make a directed donation of the money required to operate the Skateboard Park to LDAO, who in turn would use the funds to operate the Park.</p> <p>Ms. Wygant referred this to the Treasurer and Board Chair and it was their feeling that a discussion of the implications of this be held by the entire board.</p> <p>At issue are two major points:</p> <ul style="list-style-type: none"> • Is such an activity within the mandate of LDAO • What would be the view of CRA to such an arrangement in light of our charitable status <p>An active discussion ensued. Steve Lee expressed the concern that CRA generally frowns on such activities</p>	<p>Based on the discussion of the board, the following action items are to be instituted:</p> <ul style="list-style-type: none"> • The Executive Director is to advise Mr. Mandarino of the decision of the board not to proceed at this time due to lack of adequate information • Request of Mr. Mandarino that his lawyer and accountant provide LDAO with the information they have obtained that makes them feel that this is a proper business transaction • LDAO Staff to pursue inquiries with CRA • That LDAO try to connect Mr. Mandarino with other organizations whose mandate to provide direct service may make it a better business fit for him 	<p>Wygant</p> <p>Zone</p> <p>Wygant</p>	<p>Immediately</p> <p>Immediately</p> <p>At earliest convenience</p>

		<p>within a charity, and it was confirmed by Cynthia Zone, LDAO's Financial Advisor, that her inquiries to CRA confirm Mr. Lee's observation.</p> <p>The Board agreed that without further concrete information regarding the implications for LDAO they could not endorse the proposal.</p>			
7	Adjournment	The meeting adjourned at 6:25 PM	MMS: Waxman/DiPasquale		