Tamil Community Centre – Board of Directors - Minutes June 13th 2022, 8:00pm – Virtual Meeting

Expected to attend:

Absent with Regrets:

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

- 1. Call to Order
- 2. Approval of Agenda

MOTION Moved: Vimalachandran Seconded: Kethees

BE IT RESOLVED THAT the Agenda be approved as presented.

MOTION CARRIES.

3. Approval of Minutes

MOTION Moved: Vimalachandran Seconded:Rang

BE IT RESOLVED THAT the minutes from May 16, 2022 be approved as presented.

MOTION CARRIES.

- 4. Project Management Office Update
 - a) Procurement of Prime Consultant (Architect) Update

Please reference the documents for the meeting.

Successful List of bidders for the RFQ that will be evaluated:

- Diamond Schmitt Architects
- gh3.inc
- KPMB Architects
- MacLennan Jaunkalns Miller Architects
- Moriyama & Teshima Architects
- RDH Architects
- Salter Pilon Architects
- Taylor Smyth Architects
- ZAS Architects

Tamil Community Centre – Board of Directors - Minutes June 13th 2022, 8:00pm – Virtual Meeting

- b) Payment Process Timeline
- c) PMO recommendation for payment of invoices Memo #2 June 09, 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.

MOTION CARRIES.

5. Accounting Firm Upate

We received the second donation from Inforce Life Group of Companies for \$25,000. A charitable tax receipt will be issued.

As reported, we will use this account to deposit all donations and revenue from fundraising activities.

Transit No. :10292 Inst. No. : 004

Account No.: 5248104

Next Steps:

- i) Reconcile last fiscal accounts complete
- ii) Finish accounting software and tools set-up complete
- iii) Prepare Board and community reporting templates in progress
- iv) Begin depositing seed sponsor donation deposits and issue tax receipts in progress
- v) Prepare first claims report for the Ministry as per the TPA complete
- 6. Committee Call-out Update and Evaluations

Appointment of Committee Members

Communications Committee:

MOTION Moved: Vimalachandran Seconded: Rang

Tamil Community Centre – Board of Directors - Minutes June 13th 2022, 8:00pm – Virtual Meeting

BE IT RESOLVED that Supendra Chandrakumar, Tharmila Rajasingam, Mathusha Senthil, Senthurran Sivan join the Communications Committee; and

BE IT FURTHER RESOLVED that Supendra Chandrakumar, Tharmila Rajasingam, Mathusha Senthil, Senthurran Sivan sign a non-disclosure agreement before they begin volunteering on the Committee.

MOTION CARRIES.

Fundraising Committee:

MOTION Moved: Vimalachandran Seconded: Kethees

BE IT RESOLVED that Jelisha Nagulendran and Siva Bharathy join the Fundraising Committee; and

BE IT FURTHER RESOLVED that Jelisha Nagulendran and Siva Bharathy sign a non-disclosure agreement before they begin volunteering on the Committee.

MOTION CARRIES.

Governance Committee:

MOTION Moved: Vimalachandran Seconded: Shan

BE IT RESOLVED that Abimanyu Singam, Vel Velauthapillai, Shagithya Deivendran, and Suresh Sriskandarajah join the Governance Committee; and

BE IT FURTHER RESOLVED that Abimanyu Singam, Vel Velauthapillai, Shagithya Deivendran, and Suresh Sriskandarajah sign a non-disclosure agreement before they begin volunteering on the Committee.

MOTION CARRIES.

- 7. Seed Sponsorship Fundraising Update
 - a) Next steps
- 8. Other
- 9. Adjournment

MOTION Moved: Lambotharan Seconded: Rang

BE IT RESOLVED THAT the meeting be adjourned.

Tamil Community Centre – Board of Directors - Minutes June 13th 2022, 8:00pm – Virtual Meeting

MOTION CARRIES.