



## BOARD MEETING AGENDA

*Motion/Second \*\* Motion \* Grey Boxes GB Time T*

**Zoom Meeting**  
**Monday, March 13, 2023**  
**7:00 PM to 9:00 PM**  
**(2 hours)**

### **Board Values: Trust | Respect | Commitment | Clarity | Passion**

*A policy governance board has 3 core functions: (1) connecting with owners to develop strategy, (2) writing Governing policy, (3) assuring organizational performance (through the Executive Limitations). This should be reflected in the agenda for all meetings. By policy, board meetings are closed, only Board Members and the Executive Director (Ex-Officio) attend.*

#### **Meeting Attendance**

Rebecca Anderson, Chantelle Rouault-Gibson, Bula Ghosh, Lori Crighton, Dana Dale, Christie Saas  
(Executive Director)

#### **Regrets**

Rosa Vazquez, Emily Bamforth

**Rotating Meeting Chair:** Rebecca Anderson

1. **The Seven Principles of Fierce Conversations** *(or alternate check-in)*
  - 1.1 Skipped
2. **Call to Order T** *(Chair)*
  - 2.1 Meeting called to order at 7:17 PM, Monday, March 13, 2023
3. **Approval of Agenda \*\*** *(Chair)* **(5 minutes)**
  - 3.1 Additions/Corrections, if applicable

*Motion: "To approve the agenda as presented."  
Bula / Chantelle  
Carried*

4. **PREVIOUS MEETING** **(5 minutes)**
  - 4.1 **Approval of Previous Meeting's Minutes \*\*** *(Chair)*
    - a) January 09, 2023, Zoom Minutes
  - 4.2 **Previous Meeting Evaluation**
    - b) January 09, 2023

*Motion: "To approve the January 09, 2023, Board meeting minutes."  
Lori / Chantelle  
Carried*

5. **BOARD BUSINESS** **(20 minutes)**
  - 5.2 **Committee Reports** *(# meetings, dates, updates/actions)*
    - b) **Governance** Committee (Emily/Chantelle)



- c) **Finance and Audit Committee** (Dana/Bula)
  - i. Financial Monitoring Report \*\*

*Motion: "To approve Financial Monitoring Report."  
Bula / Chantelle  
Carried*

- d) **Nominations Committee** (Rebecca/Rosa/Lori)

### 5.3 Items from perpetual agenda list (Chair)

- b) **Membership Map**
- c) **Insurance Review**

*Dana joined the meeting at 7:36 PM.*

### 5.4 Items from previous meeting evaluation

- b) Future agenda changes will make this item a standing item in 5.2. Item 4.2.b and 5.4 will be deleted.

## 6. MONITORING

### 6.2 Governing Policies (Governance Committee) \*\* (30 minutes)

- b) **Results from GP G - Q Policy Review** (survey links below)
  - i. GHI <https://www.surveymonkey.com/r/2023-GP-G-H-I-Eval>
  - ii. JKLM <https://www.surveymonkey.com/r/2023-GP-J-K-L-M-Eval>
  - iii. NOPQ <https://www.surveymonkey.com/r/2023-GP-N-O-P-Q-Eval>
- c) **Updated Committee Terms of Reference**
- d) **Executive Director Succession Committee**
  - i. Bula will present next meeting.
- e) **Ad Hoc Committees**
  - i. Lori will present next meeting.
- f) Motion to approve all GP changes.

*Motion: "To approve Governance Policy changes (Governance Committee Terms of Reference) as presented."  
Chantelle / Bula  
Carried*

### 6.3 Executive Director Reporting

- b) **Ends Monitoring – Mid Year \*\*** (Chair, ED) (10 minutes)
  - 1. Item skipped due to time constraints.



- c) **Executive Limitations Compliance Grey Boxes \*\* (Chair, ED) (10 minutes)**
  - i. EL-2, EL-7, EL-14, + Time Sheet portion of EL-6
  - ii. Any ELs that require Board attention, EL-4
    - 1. Item skipped due to time constraints.

*Motion: "To temporarily change EL-4, 4 to allow two authorized signature (both staff) on payables made by cheque, to a maximum of \$1500. Changes expire on March 31, 2023, and return to original EL-4, 4."*

*Bula / Dana*

*In favour: 4 Against: 1*

*Carried*

*Bula left the meeting at 9:06 PM.*

**7. IN CAMERA (time as needed)**

**7.2 In Camera Prep (Chair, Vice-Chair)**

**7.3 Go In-Camera \*\* T (Chair)**

**7.4 Come Out of In-Camera \*\* T (Chair)**

- b) In Camera waived.

**8. BOARD STRUCTURE AND PROCESS**

**8.2 Meeting Evaluation (Vice-Chair)**

- b) Survey emailed after meeting, or [click here](#).

**8.3 Next Meeting Date and Details (Chair) (10 minutes)**

- a) **May 08 changed to May 15, 2023, Zoom**
  - 1. Dana will Chair
- b) **May TBD, Audit Approval, Email**
- c) **AGM will be held Monday, June 19, 2023, at 4 PM on Zoom**

**9. Adjournment \* T**

*Motion: "To adjourn the meeting at 9:18 PM, Monday, March 13, 2023."*

*Dana*

<b><i>These minutes have been re-viewed and approved.</i></b>

<b><i>Date</i></b>

<b><i>These minutes have been reviewed and approved.</i></b>

<b><i>Date</i></b>