



**Board of Directors Meeting
 Shilo MFRC
 Minutes
 September 28, 2023**

Name	Position	Attendance
CHRISTINE WRIGHT	Chair	Present
KELSEY MORGAN	Vice-Chair	Present
MICHELLE BRADLEY	Treasurer	Present
CATHERINE CELLUCCI	Secretary	Regrets
NICOLE ZILER	Member	Present
WILLEMEN VAN LANKVELT	Executive Director	Regrets
LT. KIMBERLY ROODE	Base Rep	Present
LT JAMES TEAKLES	Ex-Officio 1RCHA	Regrets
LT CALLUM MILLER	Ex-Officio 2PPCLI Rep	Regrets

Item	Agenda	
1.	Call Meeting to Order	
	Meeting called to order at 1833hr	
2.	Introductions	
	1. Four Board of Director candidates in attendance: <ul style="list-style-type: none"> a. Mary O'Callaghan b. Jessie Sangster c. Megan Macrae d. Evan Robichaud 	
3.	Agenda	
	1. Motion to approve the agenda as presented <ul style="list-style-type: none"> a. motion: Christine Wright b. second: Michelle Bradley c. Motion Passed 	Motion Carried
4.	Previous Minutes	
	1. Motion to approve the meeting minutes from August 24th, 2023 as presented <ul style="list-style-type: none"> a. motion: Christine Wright b. second: Michelle Bradley c. Motion passed 	Motion Carried
5.	Old Business	

	<ol style="list-style-type: none"> 1. Outstanding from Previous Minutes <ol style="list-style-type: none"> a. Retirement/Severance policy <ol style="list-style-type: none"> i. Motion to reframe pension/severance policy into a group pension plan <ol style="list-style-type: none"> 1. motion: Christine Wright 2. second: Michelle Bradley 3. Motion Passed b. Human Resource, Policy Development Contract <ol style="list-style-type: none"> i. Motion to move forward with Westcan's Embedded HR program <ol style="list-style-type: none"> 1. motion: Christine Wright 2. second: Michelle Bradley 3. Motion Passed 2. Emailed Motions: <ol style="list-style-type: none"> a. September 24, 2023 Executive Director Hiring <ol style="list-style-type: none"> i. Motion to make a formal offer to Rob Lavin for the position of Executive Director of the SMFRC <ol style="list-style-type: none"> 1. motion: Christine Wright 2. second: Nicole Ziler 3. Motion Carried via email 	<p>Motion Carried - HR</p> <p>Motion Carried -HR</p> <p>Motion Carried</p>
6.	Committee Updates	
	<ol style="list-style-type: none"> 1. Executive/Advisory Committee: <ol style="list-style-type: none"> a. ED Hiring and Transition - in progress 2. Human Resource Committee: <ol style="list-style-type: none"> a. New member recruitment - ongoing b. Board Training <ol style="list-style-type: none"> i. Motion to proceed with Volunteer Manitoba for Board Training, tentative date of November 4th <ol style="list-style-type: none"> 1. motion: Kelsey Morgan 2. second: Michelle Bradley 3. Motion Carried 3. Information Management Committee: <ol style="list-style-type: none"> a. Board Handbook (SOPs) - on hold 4. Finance Committee: <ol style="list-style-type: none"> a. Financial Reporting <ol style="list-style-type: none"> i. MFRC to pay out balances that remain on accounts re: childcare, MB grant received 9 months prior ii. July Finance Package <ol style="list-style-type: none"> 1. motion: Michelle Bradley 2. second: Kelsey Morgan 3. Motion Carried iii. August Finance Package 	<p>Motion Carried - HR</p> <p>Motion Carried</p>

