

**Board of Directors Meeting
 Shilo MFRC
 Minutes
 June 19th, 2023 12:42pm**

Name	Position	Attendance
CHRISTINE WRIGHT	CHAIR	PRESENT
KELSEY MORGAN	VICE-CHAIR	PRESENT
MICHELLE BRADLEY	TREASURER	PRESENT
CATHERINE CELLUCCI	SECRETARY	PRESENT
JOEL BERNIER	MEMBER	PRESENT
NICOLE ZILER	MEMBER	PRESENT
NICK KARSIN	MEMBER	PRESENT
WILLEMEN VAN LANKVELT	EXECUTIVE DIRECTOR	PRESENT
CAPT. AMANDA FISHER	BASE COMD REP	PRESENT
CAPT MARSHALL MAINPRIZE	1 RCHA REP	PRESENT
LT CALLUM MILLER	2 PPCLI REP	REGRETS

Item	Agenda
1.	Call Meeting to Order
	Board Chair called meeting to order at 12:42
2.	In Camera Session
	1. Nil.
3.	Introductions/ Opening Remarks
	1.
4.	Agenda
	1. Motion to approve Agenda – as presented a. 1st by: Joel Bernier b. 2nd by: Michelle Bradley c. All in favour d. Motion carried
5.	Previous Minutes
	1. Shilo MFRC BoD Meeting Minutes 25 May 2023 a. Motion to approve Meeting Minutes as presented b. 1st by: Nick Karsin c. 2nd by: Kelsey Morgan d. All in favour e. Motion carried



6.	Old Business
	<ul style="list-style-type: none"> a. Outstanding from Previous Minutes: <ul style="list-style-type: none"> i. Bereavement Policy- will be passed as an email motion b. Emailed Motions: <ul style="list-style-type: none"> i. Wage Scale- Passed. The new daycare wage will be put into effect.
7.	Committee Updates
	<ul style="list-style-type: none"> a. <u>Executive / Advisory Committee Updates:</u> <ul style="list-style-type: none"> 1) Nil b. <u>HR Committee Updates:</u> <ul style="list-style-type: none"> 1) Recruitment of new members – ongoing c. <u>Information Management Committee:</u> <ul style="list-style-type: none"> 1) Board Handbook (SOPs) – on hold until HR policy is fully reviewed. d. <u>Finance Committee Updates:</u> <ul style="list-style-type: none"> 1) Financial Reporting – <ul style="list-style-type: none"> 1. June Finance Package to be approved at the August meeting e. <u>Child Services Committee Update:</u> <ul style="list-style-type: none"> 1) Base Command Meeting – Infant Expansion <ul style="list-style-type: none"> 1. Update- Base commander approved approx \$84K funding. 2. Final walk-through with Robyn to be held soon 3. Nick to hand over to Bobby Willis 4. Formal announcement to be made at the next staff meeting on July 4th. Christine and Nicole to attend. Draft up a community announcement following this.
	New Business
	<ul style="list-style-type: none"> a. Recognition b. Correspondence c. Board Governance: Coaching and Training

	<p>1) Learn Sphere to generate a customized training program/information for us</p> <p>d. HR Recruitment Selection</p> <p>1) 3 possible candidates for companies- see proposals</p> <ol style="list-style-type: none"> 1. Motion to select West Can for HR and recruiting needs for the executive director role : Christine Wright 2. Second by: Kelsey Morgan 3. All in favour 4. Motion Carried <p>e. Reinstallation of Executives</p> <p>1) Vice Chair</p> <ol style="list-style-type: none"> 1. Motion to reinstall Kelsey Morgan as Vice Chair 2. Second by: Joel Bernier 3. All in favour 4. Motion Carried <p>2) Treasurer</p> <ol style="list-style-type: none"> 1. Motion to reinstall Michelle Bradley as Treasurer 2. Second by: Joel Bernier 3. All in favour 4. Motion Carried
9.	ED Report
	<p>a. MFS Programs and Services Update; see document. New employee hired in the FLO position!</p> <p>b. Youth Program Update; see document.</p> <p>c. Day Care Update; see document.</p> <p>Willie to submit a formal letter of resignation. Last day October 31st, 2023</p>
10.	Ex-Officio Reports
	<ol style="list-style-type: none"> 1. CFB Shilo: Nil 2. 1 RCHA: Nil 3. 2 PPCLI: Nil
11.	Volunteer Hours
	Send volunteer hours to the Vice-Chair by the End of the month.
12.	Next Meeting
	Next Meeting – 24 August 2023 6:30pm – will send updated calendar invites

Shilo Military Family Resource Centre
PO Box 5000 Stn Main
Building T-114
Shilo, MB R0K 2A0



13.	Round Table
	1. Ex-officios: Nil 2. Board Members: Nil
14.	Adjournment
	1. Motion by Board Chair to adjourn the meeting: a. Meeting adjourned at 13:08 pm.

Signed,

Board Chair
Shilo MFRC Board of Directors

Secretary
Shilo MFRC Board of Directors

Date Approved: