

Board of Directors Meeting Minutes

DATE: Tuesday, May 2, 2023

TIME: 6:00pm – 7:00pm

LOCATION: CSMFRC

In Attendance: Pat Hayduk, Kendra Bessey, Chris Warren, Claude Pelletier, Adam Ingram, Jeannette Bassendowski, Tony Defosse, Kevin Hanrahan, Brittany Kennedy

Regrets: Kathy Dumont

Attachments: 230221 Meeting Minutes, M&A Report, 22-23 FY Reporting (Q4, CFF, Supplemental Funding), 23-24 FY Local Funding Breakdown, Current Org \Chart

1. Call to Order: 6:03pm

Pat

I would like to begin by acknowledging that we are on treaty land, referred to as Treaty 6 Territory and that 17 Wing Detachment Dundurn and all the people here are beneficiaries of this treaty. Treaty 6 encompasses the lands of the Cree, Dakota, Nakota, Sauteaux (SO-TOE) and the homeland of the Métis Nation. We are dedicated to ensuring that the spirit of Reconciliation and Treaty 6 is honoured and respected. This acknowledgement also reaffirms our relationship with one another, and we are committed to move forward in partnership with Indigenous Nations in the spirit of reconciliation and collaboration.

2. Adoption of Agenda

Pat

MOTION: To adopt the agenda as presented

Motioned by: Adam

Seconded by: Kevin

All in favor - **CARRIED**

3. Adoption of February 21, 2023 Minutes

Pat

MOTION: To adopt the minutes from the Feb 21/23 Meeting

Motioned by: Adam

Seconded by: Claude

All in favor - **CARRIED**

4. Adoption of e-votes: None at this time

5. Old Business:

Kendra

a. BOD and OPI: Ethics & Confidentiality Oath, roles, and responsibilities. Org Chart attached.

-Kendra reviewed org chart, board roles & responsibilities

b. Vice Chair Position – Nomination to bring Kevin on board

MOTION: To nominate Kevin Hanrahan into Vice Chair Position

Motioned by: Claude

Seconded by: Brittany

All in favor – **CARRIED**

Kevin accepts

- c. Staff Retention Proposal from last FY –
 - i. Motion made at Sept 2022 meeting: **MOTION:** to provide up to \$1500 per staff per year for PD Courses, dependent on funding and board approval, to incentivize staff retention. Completion of program with a passing grade must be presented with the proposal/application. *Made by: Pat / Crystal - All in favor, CARRIED*
 - ii. Will this continue into the current FY? *(If there are enough funds, utilize them. From Claude & Adam)*
- d. Local Funds -
 - i. Starting in the current FY, any donations will be allocated as unearned revenue and tracked for spending in the next FY to give an accurate number for the BOD to work with when approving local funding.
- e. Local Funding Approved for 23/24FY
 - i. ED proposal to:
 1. reallocate \$500 of the \$2500 for Targeted Programming to cover the Culligan Invoices for the year (coffee connections).
 2. Utilize the \$2000 remaining for targeted programming.

6. Reports:

- a. Daycare: *Jeannette/Kendra*
 - i. *Hourly Rate:* Looking to get rid of this option, as it has not been utilized and would be an administrative burden that is not needed.
MOTION: to rid of the drop in care fee on the schedule
 Motioned by: Claude
 Seconded by: Adam
 All in favor – CARRIED
 - ii. Still on a Provisional License, due to not enough spots available for staff to enroll in classes. (Praise on Jeannette for her efforts, no fault of hers that there is still a provisional license in place)
Jeannette / Jackie – Jackie spoke on review / assessment and mentioned the issues with the staff getting into the appropriate programs that are needed. Praised Jeannette on her efforts. Jeannette applied for a grant that is \$75000 that will be in efforts to upgrade the current appliances etc
- b. Chairperson: *Pat*
 - i. All going well and things are going in the right direction
- c. Military OPI: *Kendra*
 - i. Chris Warren’s last meeting as OPI as he is posted out this APS. Welcome Tony Defosse to the table
- d. Treasurer: *Claude*
 - i. Everything tracking really well so far, funds are going well. Some funds leftover in VFP
- e. Management and Administration: *Kendra*
 - i. new budgets, new staff, new learning, enough guidance to freshen up the programming but letting them take the reins with their own ideas as long as the parameters are met. SOT funds will be by receipt basis; activity support program, backpack program and nutritional program. (\$5000 approved for these specific programs).
 - ii. Emergency Funds were deposited and for the mental health programs, counselling (Sue), rent if off base, all of the pockets that were funded by SOT in previous years.
 - iii. New staff are doing great spending the funds that are leftover from the Creative Arts Grant, TPL grant for My True Power being submitted tomorrow.
 - iiii. Mention of the ASIST program being a huge success with 8 CAF members in attendance

7. New Business

Kendra

- a. 22-23 FY Reporting -
 - i. Q4 Report
 - ii. CFF Funding Report

iii. Supplemental Funding

MOTION: to adopt i, ii & iii reports as presented.

Motioned by: Claude

Seconded by: Brittany

All in favor – **CARRIED**

Board chair to sign & ED to submit to MFS.

b. MVFSP Conference in Ottawa – June 2023, 2 from command team to go with Kendra

6. In Camera Session

7. Next Board Meeting: September 2023

8. Adjourn: 6:52

MOTION: To adjourn the meeting

Motioned by: Kevin

Seconded by: Adam

All in favor - **CARRIED**

Pat