

Attendees:

Susan Morrissey, Executive Director
Justine Basilan, Recording Secretary
Dave Trautman, Board President
Vanessa Zembal, Board Director
Danielle Dolgoy, Board Director
Jalene Anderson-Baron, Board Director

Paula Kirman, Board Director
Nicole Smith, Board Director
Katherine Weaver, Board Director
Bill Howe, Board Director
Charlotte Bennie, Board Director

Regrets:

Peter Schalk, Board Director, Treasurer

Guests:

1.0 Welcome – Meeting called to order by Dave Trautman at 6:06 pm.

2.0 Consent Agenda & Minutes

MOTION: moved by Danielle Dolgoy, seconded by Katherine Weaver, to accept the agenda and minutes as presented.

MOTION: CARRIED.

3.0 Orientation Follow-Up

Board binder will be given to the new Board members prior to the orientation.

ACTION: Questions tabled for the October meeting.

4.0 Executive Director's Monthly Operations Report

ED presented and reported on August 2020 operations.

Question: What is the Emergency Preparedness Plan?

Answer: The Emergency Preparedness Plan is a document that outlines how ESPC can continue operating in the event that the office becomes inaccessible due to an emergency. This includes ensuring staff can work remotely, that bookkeeping and accounting processes continue to operate, and server backup. The Emergency Preparedness Plan will be shared with staff for input and the Board for information on an annual basis.

Question: Are Board members allowed to attend Lunch & Learns? And are those sessions recorded?

Answer: Board members are welcome to attend the Lunch & Learns and even suggest possible speakers. The Lunch & Learn is also recorded, starting with our most recent one on WINHouse, and is available on the website and ESPC's YouTube page.

Question: Who should the Board contact for the Anti-Racism project? What does the Anti-Racism project look like now? And is there any interest from the group in supporting the Pekiwewin Camp and the other camp in Old Strathcona?

Answer: The best way to contact ESPC on projects would be to email Susan. The Anti-Racism project is extended until the end of September. Interviews are completed, coding and writing of the report is ongoing. Interviewees will see a draft of the report first before the final copy is sent to the funders. ED will be approaching an organizer of Camp Pekiwewin to let them know that ESPC could be called upon from a research perspective support.

5.0 Board Committees Appointments

Board members to self-select committee assignments.

Policy & Governance	Finance & Audit	Membership & Engagement
Peter Schalk Danielle Dolgoy Jalene Anderson-Baron Katherine Weaver	Peter Schalk, Treasurer Vanessa Zembal Chari Bennie	Nicole Smith Paula Kirman Bill Howe

ACTION: Board members to choose their committee's chairperson.

6.0 Committee Reports

6.1 Scheduling of Committee Reports

Dave Trautman recommends cycling Committee Reports at a board meeting. For instance, for the first month the Finance & Audit committee will report, followed by Policy & Governance, and then Membership & Engagement. Thus each committee will be presenting their committee reports every three months. In situations where items from the committees need to be actioned before a scheduled report date, the committee chairs will ask to have them added to the agenda directly. (e.g. Budget)

ACTION: Policy & Governance committee to review this with the current Board calendar and to report back to the Board.

6.2 Board Priorities

Current term's Board priorities per committee are as follows

- Strategic Plan – Policy & Governance
- Budget for 2021 – Finance & Audit
- Membership Review – Membership & Engagement

7.0 Other Business

8.0 General Discussion

Danielle Dolgoy chairs as Dave Trautman asked to speak on the Executive Director review process.

In his opinion, previous Executive Director professional reviews haven't been very helpful nor efficient, the general question is whether the review should be postponed, continued, or cancelled. Dave Trautman opens the floor for questions and comments.

There was considerable discussion regarding what the evaluation outcome should be to benefit the Executive Director as well as maintain the fiduciary responsibilities of the Board to EPSC membership.

Question raised if there is something in the Bylaws that requires an evaluation be completed.

ACTION: Susan to report back at the next meeting.

Comment: The Policy & Governance committee has been considering the Executive Director review in their plans to amend the current bylaws and establish parameters on or when the reviews are to occur.

Discussions will continue throughout the year.

Meeting adjourned:

MOTION: moved by Dave Trautman, and seconded by Bill Howe, to adjourn the meeting at 7:38 pm.

MOTION: CARRIED.

Next meeting:

October 13, 2020
November 10, 2020
December 8, 2020
January 12, 2021

February 9, 2021
March 9, 2021
April 13, 2021
May 11, 2021