

Attendees:

Chloe Heiland-Booth, Recording Secretary
Katherine Weaver, Board Director, VP Policy & Governance
Chari Bennie, Board Director
Bill Howe, Board Director, VP Membership & Engagement
Paula Kirman, Board Director
Vanessa Zembal, Board Director, VP Finance & Audit, Treasurer
Denise Kirke, Board Director

Regrets:

Rhea Kachroo, Board Director
Susan Morrissey, Executive Director
Peter Schalk, Board Director, President
Thomas Grenier, Board Director
Ashley Baxter, Board Director

Guests:

1.0 Welcome

Meeting called to order by Vanessa Zembal at 6:07 pm.

2.0 Bylaw Review: Phase 2

Presentation on the bylaw review process

Katherine Weaver presented the bylaw review process.

Phase 2 Draft and Proposed Changes Discussion

Katherine Weaver walked through each article that required revisions.

ACTION: Board will revise 3.5.2 and 3.8 once the categories of the membership have been finalized, understanding which memberships go into the bylaws and reviewing what the 20% means

Question: In 4.14, is that a special meeting of the board, is that the same as the special meetings that require 20%?

Answer: A special meeting of the board is 40%

Question: In 5.3 does this mean that the officer cannot be in their position for more than 2 years?

Answer: Committee members are two years, so make the officer chair two years and look to take out “of not more than” to make that more fluid

Question: Should we add a secretary position as 5.1.6?

Answer: Since it is not a recording secretary that wouldn't be necessary, they make sure there are official minute books, they sign off on annual returns, etc.

ACTION: Clarify in 5.1.4 and 5.1.5 that these positions are oversight, not actually completing the tasks themselves

Question: Should we change the wording of 5.8.4-5.8.7 to speak about oversight, rather than completing the tasks?

Answer: Get rid of 5.8.4-5.8.6, 5.8.7 would change to reviews and presents account financial reports to AGM

Question: 5.9.4 and 5.9.5 are duties of the recording secretary, should they be removed from this position?

Answer: Makes sense to take out 5.9.4 and 5.9.5, since these tasks aren't be completed by the vice-chair membership (secretary)

Question: Do we need to have a secretary associated with the vice-chair membership position, since it isn't the secretary position? Same with the treasurer to the financial position?

Answer: The tasks associated are oversight positions, we shouldn't need to have a secretary position, but we do need a treasurer position to sign certain paperwork

ACTION: Check if it is necessary to have a secretary position associated as a vice-chair position, if not the board will look to remove this from the officer position – find out which officers we need, which ones are the foundation

Question: Do we want to make the executive committee smaller, with just the chair and treasurer?

Answer: Want the executive committee to be represented in the executive committee, have at least one officer at the executive committee

ACTION: Revise and work through 6 to be worded to establish an executive committee and temporary committees as it finds appropriate

Approval of the Phase 2 Bylaw Review

MOTION: Moved by Katherine Weaver, seconded by Denise Kirk, to subject the bylaw to the following revisions: the committee can continue with revisions subject to coming back to the board with revisions to article 5, article 6 and question of form in article 3

MOTION: CARRIED.

ACTION: Information from motion to be shared by email

Meeting Adjourned:

MOTION: moved by Vanessa Zembal, seconded by Paula Kirman, to adjourn the meeting at 8:21 pm.

MOTION: CARRIED.

Next meetings (2021-2022 Term):

December 14, 2021

March 8, 2022

AGM (TBD)

January 11, 2022

April 12, 2022

June 14, 2022

February 8, 2022

May 10, 2022