

Attendees:

Susan Morrissey, Executive Director
Chloe Heiland-Booth, Recording Secretary
Chari Bennie, Board Director
Vanessa Zembal, Board Director, VP Finance & Audit, Treasurer
Katherine Weaver, Board Director, VP Policy & Governance

Bill Howe, Board Director, VP Membership & Engagement
Money Mehta, Board Director
Archana Chandry, Board Director
Sadia Sameeullah, Board Director

Regrets:

Denise Kirke, Board Director
Paula Kirman, Board Director

Guests:

1.0 Welcome

The temporary chair is Susan Morrissey

The committee of the whole is called to order at 6:12 pm

2.0 Consent Agenda & Minutes

MOTION: Moved by Bill Howe, seconded by Chari Bennie, to accept the amended agenda for June 14, 2022

CHANGES: Approval of agenda with the addition of Personnel Committee appointments, procedural change to moving from Teams to Zoom

MOTION: CARRIED.

MOTION: Moved by Sadia Sameeullah, seconded by Vanessa Zembal, to accept the amended minutes for May 10, 2022

CHANGES: Correcting Chari's name

MOTION: CARRIED.

3.0 Election and Appointment of Board President

ED reviewed the role and duties of the Board President

A discussion was held on the nomination process and experience

MOTION: Nomination by Katherine Weaver, seconded by Bill Howe, to appoint Vanessa Zembal as the board president

MOTION: CARRIED.

The chair was passed from Susan Morrissey to Vanessa Zembal

4.0 Executive Director's Monthly Operations Report

ED reported on May 2022 operations, explaining the operations report, and sharing updates on projects and the organization.

A discussion was held on the report

QUESTION: Is there anything ongoing for the poverty profile?

ANSWER: We have been preparing a poverty profile for the 4th time, this last year was different since EndPoverty Edmonton, they wanted to do something different, ESPC's contribution was to provide data, this work is done, but EndPoverty Edmonton is incorporating it into their website

QUESTION: Who attended the Indigenous Sovereignty Data workshop? What did it entail?

ANSWER: It was Sydney that attended the workshop, the first session was more of an introduction, and the second dove into the sovereignty of Indigenous data when engaging with the Indigenous community

ACTION: Susan will connect Bill to Sydney regarding Indigenous information and connections

In addition to the report, the ED reported on the work on creating policy/procedures around engaging with the Indigenous Community, an update on ESPC's endowment fund with the Edmonton Community Foundation, and new volunteer work

ACTION: Susan will send out the information to the finance committee on the endowment updates

5.0 Committee Appointments

Vanessa discussed the committees and positions available

A discussion was held on what each committee does and their tasks ahead

5.1 Finance & Audit Committee

Members will include: Chari Bennie (Chair), Vanessa Zembal, Money Mehta

5.2 Policy & Governance Committee

Members will include: Katherine Weaver (Chair), Sadia Sameeullah, Denise Kirk?

5.3 Membership & Engagement Committee

Members will include: Denise Kirk?, Paula Kirman?, Sadia Sameeullah

5.4 Personnel Committee

Members will include: Sadia Sameeullah, Katherine Weaver, Archana Chandry, Bill Howe

ACTION for September: Reconfirm Paula and Denise’s commitment, which committees Sadia will be a part of, Bill will be overseeing EDI for the board and being the intern mentor, chair appointment for membership & engagement

MOTION: Moved by Bill Howe, seconded by Katherine Weaver, to appoint the following individuals to the committees

Committee	Members
Finance & Audit	Chari Bennie (Chair), Vanessa Zembal, Money Mehta
Policy & Governance	Katherine Weaver (Chair), Sadia Sameeullah, Denise Kirk?
Membership & Engagement	Denise Kirk?, Paula Kirman?, Sadia Sameeullah
Personnel Committee	Sadia Sameeullah, Katherine Weaver, Archana Chandry, Bill Howe

Note: Question marks note potential commitment

MOTION: CARRIED.

6.0 Policy & Governance Report

Katherine discussed the provided report

7.0 General Discussion

Motion to confirm the signing authority for ESPC cheques

- **MOTION:** Moved by Archana Chandry, seconded by Chari Bennie, to appoint Susan Morrissey, Vanessa Zembal, Bill Howe, and Katherine Weaver as signing authority for ESPC

MOTION: CARRIED.

Motion to confirm the signing authority for ESPC contracts/agreements

- **MOTION:** Moved by Sadia Sameeullah, seconded by Bill Howe, to appoint Susan Morrissey, Vanessa Zembal, Bill Howe, and Katherine Weaver as signing authority for ESPC contracts/agreements

MOTION: CARRIED.

Money Mehta left the meeting at 7:59 pm

Board Recognition Item

- **ACTION:** Moved to September’s Board Meeting

EDI Process Update

- The workshops will be held on September 6, October 3, and November 1, all from 6:00 pm – 9:00 pm
- Meetings will be held once a month to provide updates with ED and Bill
- Survey will go out to external stakeholders next week, as well as the introduction letter

- ED has provided the consultants with a large amount of information to review
- **ACTION:** Katherine will confirm which complaint resolution has been used for the HR manual
- **ACTION:** Chloe will send out the stakeholder information and letter to the board

Non-Profit Board Internship Board Backup

- Application has been submitted
- The backup mentor will be Paula Kirman

Meeting Adjourned:

MOTION: Moved by Bill Howe, seconded by Katherine Weaver for the meeting to be adjourned at 8:19 pm.

MOTION: CARRIED
