

Attendees:

Susan Morrissey, Executive Director
Chloe Heiland-Booth, Recording Secretary
Peter Schalk, Board Director, President

Paula Kirman, Board Director
Bill Howe, Board Director, VP Membership & Engagement
Chari Bennie, Board Director

Regrets:

Denise Kirke, Board Director
Katherine Weaver, Board Director, VP Policy & Governance
Vanessa Zembal, Board Director, VP Finance & Audit, Treasurer

Guests:

Carla Walker

1.0 Welcome

Peter Schalk is chairing the meeting

The committee of the whole is called to order at 6:08 pm

2.0 Presentation of the 2021 Audited Financial Statements by Carla Walker

Carla Walker presents and discusses the 2021 Audited Financial Statements

QUESTION: Do the surplus funds go into the unrestricted reserve since they haven't been allocated?

ANSWER: Yes, it goes to unrestricted reserve until allocated/there is a decided transfer

QUESTION: Can we approve the expense of the surplus later?

ANSWER: No, unless you want it in the statements

The board meeting has officially started at 6:33 pm

ACTION: The audit approval will be sent out as an electronic motion, the deadline to review and vote for this will be April 29, 2022. Approval of the 2021 Audited Financial Statement to be done electronically in order for board members not in attendance to review the statements. Action: Board members to email Chloe with their vote by April 29th.

3.0 Consent Agenda & Minutes

MOTION: moved by Bill Howe, seconded by Paula Kirman, accept the amended agenda for April 12, 2022

CHANGES:

Removal of policy and governance, membership, and engagement reports

MOTION: CARRIED.

MOTION: moved by Bill Howe, seconded by Paula Kirman, to accept the amended minutes for March 8, 2022

MOTION: CARRIED.

4.0 Executive Director's Monthly Operations Report

ED reported on March 2022 operations, sharing updates on projects and the organization, and the new report Community Matters

Bill Howe brought up the Non-Profit Board Student Internship Program suggesting that ESPC should apply for a student for the next session. Bill has agreed to mentor the students.

Action: Susan/Chloe to apply for a student and advise board of decision.

5.0 Committee Reports

5.1 Board Recruitment Committee

The meeting chair from Peter Schalk to Chari Bennie at 6:55 pm

Chari Bennie discussed the updates on board recruitment, the received applications, and the interview process

QUESTION: Do we present the names of the candidates in our May Board Meeting?

ANSWER: Yes, that is what happens and Peter will share the process to help

QUESTION: Since we only have 3 applications, can we continue the recruiting process and make use of Susan's contacts with other organizations?

ANSWER: Nominations come for the floor at the AGM so, although there is a deadline for nominations, this is more to ensure time to interview, determine suitability of candidates for ESPC and prepare a slate of officers report for membership in advance of the AGM. The interview process is a part of the board doing it due diligence.

5.2 Finance & Audit Committee

The meeting chair from Chari Bennie to Peter Schalk at 7:12 pm

Approval of Revised 2022 Budget

Susan Morrissey discusses the major changes to note regarding the revised budget

MOTION: Chari Bennie motioning to approve a revised budget with the staff wage increase effective January 1, 2022, seconded by Paula Kirman at 7:22 pm

MOTION: CARRIED

ACTION: The 4th quarter financials approval is an electronic motion for April 29, 2022

5.3 Executive Committee

The meeting chair from Peter Schalk to Bill Howe at 7:23 pm

EDI Process Updates and Proposal

Peter Schalk reported on the EDI updates

ACTION: Peter will share the EDI RFP

Motion to Approve EDI Funds from the Reserve

ACTION: Susan will notify the selected people tomorrow about their approval for this position, and will notify the board upon their acceptance

MOTION: Peter Schalk motioning to approve the transfer of EDI funds (\$25,000) from the unrestricted reserve to general funds, seconded by Chari Bennie at 7:31 pm

MOTION: CARRIED

6.0 General Discussion

The meeting chair from Bill Howe to Peter Schalk at 7:33 pm

Casino

Casino paperwork including the casino application, electronic transfer of funds and 5 key position applications to be submitted next week which is well in advance of the deadline.

ED thanked everyone who has already signed up and indicated that there are still some vacant positions.

AGM

- Virtual or hybrid event?
 - Unanimous consent to move towards a virtual AGM
- Award of merit or another award?
 - **ACTION:** Chloe will try to find last year's runner up for the Award of Merit
 - Bill has agreed to review and recommend this year's award of merit goes to last years second runner up as the committee last year said they were worthy.
 - **ACTION:** Bill to review application and report back with a recommendation at the next board meeting.
 - We will still honour Martin Garber-Conrad from ECF
 - **ACTION:** Susan to prepare text to honor Martin Garber-Conrad and invite him to attend the meeting.
- Guest speaker

- **ACTION:** Susan will ask the RECOVER team to see if anyone can be the guest speaker. If they are not able, then this year's AGM will not have the guest speaker component.

Annual Report Deadlines

A discussion was held by Chloe Heiland-Booth on the deadlines

Meeting Adjourned:

MOTION: Moved by Paula Kirman, seconded by Chari Bennie for the meeting to be adjourned at 7:48 pm.

MOTION: CARRIED

Next meetings (2021-2022 Term):

May 10, 2022

AGM (TBD)

June 14, 2022