



edmonton
SOCIAL PLANNING COUNCIL
BOARD MEETING MINUTES
MARCH 14, 2023 (via Zoom)

Attendees:

Susan Morrissey, Executive Director
Chloe Heiland-Booth, Recording Secretary
Vanessa Zembal, Board Director, Chair
Bill Howe, Board Director
Paula Kirman, Board Director

Chari Bennie, Board Director, Treasurer/Secretary

Regrets:

Katherine Weaver, Board Director, Vice Chair
Archana Chandry, Board Director
Money Mehta, Board Director

Guests:

1.0 Welcome

Vanessa Zembal is chairing the meeting

The committee of the whole is called to order at 6:06 pm

2.0 Consent Agenda & Minutes

MOTION: Moved by Paula Kirman, seconded by Chari Bennie, to accept the agenda for March 14, 2023, with the following changes

ACTION: Adding Non-profit day workshop strategic planning and an in-camera discussion

MOTION: CARRIED.

MOTION: Moved by Bill Howe, seconded by Chari Bennie, to accept the minutes for February 13, 2023, as is

MOTION: CARRIED.

3.0 Executive Director's Monthly Operations Report

ED reported on February 2023 operations and discussed the CIOG and the changes this year from previous years.

QUESTION: How did the move go?

ANSWER: The move went well; the staff did a great job helping

QUESTION: Where is the list of the movement of the Alberta Living Wage Network? How are employers encouraged to join?

ANSWER: Continuing to build the movement means, we started with other organizations started the ALWN and we are currently the financial guardian. Since the we wanted to get more living wage employers, educate employees, building a calculator and building social media awareness and engagement. We do not reach out and solicit employers, we inform people about ALWN and the process to get involved, as well as the benefits, so it is really the employers coming to us from social media, from attending an event or from hearing about us from the community. To see who the current employers are you can go to the ALWN website.

ACTION: Chloe will aim to send the CIOG document to Chari and Vanessa to sign the document electronically by March 28th at 12pm

– EDI Audit Actions

- Susan went over some of her suggestions that was sent out to the board, highlighting the EDI working group
- The EDI working group
 - Bill Howe put this name forward to be a part of the committee, and is willing to chair to start
 - April will be an approximate start date to begin the committee, we will start advertising to the volunteers
- The EDI report was given to the staff after the move and had the opportunity to reach out to EDI consultants

4.0 Committee Reports

6.1 Finance Committee

Chari Bennie provided the updates for the Finance Committee

- 2022 Financial Audit Update
 - The committee will be looking at it at the March meeting and presenting to the board in April
 - Susan discussed the audit and that it went well – the draft has been sent to the finance committee
 - Carla will be coming to the April board meeting to present it to the board and answer any questions
- Work plan and Terms of Reference
 - **MOTION:** Moved by Chari Bennie, seconded by Bill Howe, to approve the Finance committee Work Plan and Terms of Reference 2022/2023
 - **MOTION:** CARRIED.

6.2 Membership Committee

Paula Kirman provided the updates for the Membership Committee

- Draft membership policy
 - Recommended changes: Employees cannot be members and removing the associate category, in removing the category we would require a bylaw change
 - After board discussion suggestions, the committee will look at adding an explanation to the associate membership, so that staff or people with a conflict of interest can be members without
 - Add clarification as to who the members are submitting to, regarding the voting process
 - Paula will send out the changes to the executive committee once completed

5.0 General Discussion

- Board Recruitment
 - Vanessa has started the process of recruitment in updating the documents
 - Bill will reach out to Mohammed as to helping with this process
- Non-profit workshop strategic planning
 - This will get differed to April's board meeting

6.0 In-Camera Discussion

Susan and Chloe left the meeting

The board went in camera at 7:03pm

Meeting Adjourned:

MOTION: Moved by Paula Kirman for the meeting to be adjourned at 7:45pm.

MOTION: CARRIED

Next Meetings

April 11, 2023

AGM (TBD)

May 9, 2023

June 13, 2023