

#### ATTENDEES

**Archana Chaudhry** - Board Director

**Bill Howe** – Board Director

**Chari Bennie** – Board Director, Treasurer/Secretary

**Leticia Rodrigues Ribeiro** – Executive Assistant/Minute Taker

**Christopher Batdorf** - guest

**Susan Morrissey** - Executive Director

**Vanessa Zembal** - Board Director, Chair

#### REGRETS

**Ramona** - guest

### 1.0 Welcome and introductions

Vanessa called the meeting to order at 6:00 pm and introduced Christopher Batdorf to the other participants in the meeting.

### 2.0 Consent Agenda & Minutes.

MOTION: Moved by Vanessa Zembal, seconded by Chari Bennie to accept the agenda for December 12, 2023. CARRIED

MOTION: moved by Vanessa Zembal, seconded by Chari Bennie to amend the minutes from November 28, 2023, to include the motion that was approved to remove Katherine Weaver from the board.

### 3.0 Executive Director's Monthly Operations Report

**QUESTION:** Could you provide additional information regarding the most recent volunteer event?

**ANSWER:** In celebration of International Volunteer Day on December 5th, Susanne orchestrated an online gathering named Meet & Greet. Six participants, including someone from Montreal, attended the event, where they had the opportunity to view a presentation by Chevy Rabbit, the founder of the Maskwacis Two Spirit Society. Additionally, participants had the chance to win door prizes during the event.

**QUESTION:** Could you give us further information on the PUF, “What’s the money?”, and Child Poverty projects?

**ANSWER:** Janell has been dedicated to the PUF project since August, approaching it from a different perspective. While it's not direct research, she has been actively conducting interviews and she has been intermittently in communication with the government of Alberta to gather information. Although they have been somewhat slow in releasing information, they have started to provide some data related to the project.

She is also working on the project called “Where's the money?” between working on PUF and other projects including coordination and writing for the Community Matters quarterly newsletter.

The Alberta Child Poverty initiative is conducted in collaboration with Public Interest Alberta, in conjunction with the College of Social Workers whenever feasible. Annually, we compile a report, which, while not rooted in community-based research involving individuals with lived experiences per se, is diligently disseminated and circulated upon its release.

**QUESTION:** How was the Healthy Community event that you attended, Susan?

**ANSWER:** Essentially, it was a community gathering comprising not-for-profit organizations and smaller entities actively engaged in community work. The event provided opportunities for networking and fostering connections among participants. Also, there was a conversation about the need to involve immigrants in the Community, looking at what skills they are bringing.

#### **4.0 Business Arising**

- **Monthly Financial Reconciliation Reports to Chari – report back from Auditor**

Chari will not need to sign the financial reconciliations from the previous years. However, she must sign the reconciliations from January to October of the current year, which have not been sent yet.

**ACTION:** Leticia will scan the financial reconciliation for this year and send it to Chari, who will sign and return it to Leticia before the beginning of February.

- **ESPC Credit Card update**

Susan mentioned that she is currently in the process of getting a credit card for the ESPC. She is facing difficulties as certain banks do not provide credit cards for non-profit organizations. In January, she plans to approach some credit unions to explore the possibility of obtaining a card.

#### **5.0 Committee Reports**

- **Board recruitment update.**

Vanessa mentioned that she had sent the application form to two people interested in becoming ESPC members.

## **6.0 General Discussion**

- **Sale of Compass Place**

Susan mentioned that she will find out what kind of potential offer they have for the organization as soon as she meets the new property manager. Sarah, the professional who assisted with the rental of the current office last year, indicated that there are rumors suggesting that the new owners intend to retain the first two commercial floors. The possibility of canceling the contract or adjusting the rental price is also being considered.

- **Casino 2024**

The casino event is scheduled for June 3rd and 4th at the Starlight Casino. In the past, according to Susan, board members took on the responsibility of recruiting volunteers for the casino, recognizing it as a challenging task.

However, the responsibility for coordination volunteers was then delegated to Susanne Urbina by the board members. A person called Ramona, who is interested in becoming a member of the ESPC, could potentially collaborate with Susanne in developing this role.

- **2024 Operating Budget – for final review and approval**

The budget is conditional on significant operational or financial changes. MOTION moved by Vanessa Zembal, seconded by Chari Bennie to approve the 2024 budget as presented. CARRIED

CEBA Loan:

QUESTION: I noticed a loss in the investment income, asking for clarification.

ANSWER: The explanation provided was that the money was invested upon receipt and placed into an investment. Initially, there was a certain amount of interest earned. However, around the same time last year, interest rates on GIC's saw a significant increase. As a result, the investment was cashed out incurring a penalty for early redemption. The current investment is at a significantly higher rate and should make up for the loss.

The CEBA investment will come due in early December and the loan will be paid back to the Government of Canada by the January 18<sup>th</sup> deadline.

ACTION: Susan will present detailed information after the loan is paid back.

- **In camera: ED Review**

Vanessa suggested keeping this topic on the agenda as a recurring item in every board meeting. According to her, this approach would provide flexibility to make changes as needed, depending on the situation.

### **7.0 Meeting Adjourned**

Motion to adjourn the meeting at 8:00 pm. CARRIED.

**Next meeting:** January 09, 2024