



BOARD MEETING MINUTES

*Motion/Second ** Motion * Grey Boxes GB Time T*

Zoom Meeting
Wednesday, Nov 27, 2024
2:00 PM to 4:00 PM
(2 hours)

Board Values: Trust | Respect | Commitment | Clarity | Passion

A policy governance board has 3 core functions: (1) connecting with owners to develop strategy, (2) writing Governing policy, (3) assuring organizational performance (through the Executive Limitations). This should be reflected in the agenda for all meetings. By policy, board meetings are closed, only Board Members and the Executive Director (Ex-Officio) attend.

Meeting Attendance

Rebecca Anderson, Shaya Stanley, Dana Dale, Tatiana Makguigan, Lori Crighton, Christie Saas (Executive Director)

Regrets

Donna Marentette, Rosa Vazquez

1. Expectations for the Meeting

1.1 See page 3.

2. Call to Order T (Chair)

2.1 Meeting called to order at 2:18 PM, Wednesday, November 27, 2024.

3. Approval of Agenda ** (Chair) (5 minutes)

3.1 Additions/Corrections, if applicable.

Motion: "To approve the agenda as presented."

Dana / Shaya

Carried

4. PREVIOUS MEETING (5 minutes)

4.1 Approval of Previous Meeting's Minutes ** (Chair)

a) September 21, 2024, Zoom Minutes.

Motion: "To approve the September 21, 2024, Board meeting minutes."

Shaya / Tatiana

Carried

5. BOARD BUSINESS (20 minutes)

5.1 Committee Reports

a) **Governance** Committee (Vacant, Vacant)

i. Move Donna to Governance Committee (to be confirmed).

b) **Finance and Audit** Committee (Dana, Rosa, Donna)

i. Financial Monitoring Report **

ii. Shaya joins Finance and Audit Committee.



- c) **Nominations Committee** (Rebecca, Lori)
- d) **Other**
 - i. Ad Hoc Board Professional Development Committee – Lori
 - ii. Ad Hoc District Networking Committee – Shaya

*Motion: "To approve the board committee changes."
Dana / Shaya
Carried*

*Motion: "To approve the Financial Monitoring Report."
Shaya / Dana
Carried*

5.2 Items from perpetual agenda list (Chair)

a) ED Compensation.

*Motion: "To approve the 2025-2026 wage grid as presented."
Lori / Dana
Carried*

b) Membership Renewal Fees.

*Motion: "To keep 2025-2026 membership fees unchanged."
Dana / Lori
Carried*

6. MONITORING

6.1 Executive Director Reporting

- a) **Ends Monitoring **** (Chair, ED) **(10 minutes)**
 - i. *What topics did you identify that need to be discussed at the board meeting?*

*Motion: "To approve the Ends Monitoring Report."
Dana / Tatiana
Carried*

- b) **Executive Limitations Compliance Grey Boxes **** (Chair, ED) **(10 minutes)**

- i. EL-1, EL-8, EL-13, + Time Sheet portion of EL-6.
- ii. Any ELs that require Board attention.
- iii. *Has anyone checked a grey box?*
 - 1. *Grey box indicates discussion required.*
 - 2. *No grey box indicates report is accepted and continue to next item.*

*Motion: "To approve the updated Gifts Policy as it pertains to the Executive Director's benefits."
Lori / Dana
Carried*

*Motion: "To approve the Executive Limitations Compliance Report."
Tatiana / Shaya
Carried*



6.2 Follow-Up Report Review ** (30 minutes)

- a) **November 27 Meeting**
 - i. [Read 2023-2024 SLTF Follow-Up Report](#) pages 4-23 and pages 31-37.
- b) **No action required.**

7. IN CAMERA (time as needed)

- 7.1 **In Camera Prep (Chair, Vice-Chair)**
- 7.2 **Go In-Camera ** T (Chair)**
- 7.3 **Come Out of In-Camera ** T (Chair)**
 - a) **No In Camera required.**

8. BOARD STRUCTURE AND PROCESS

- 8.1 **Meeting Evaluation (Vice-Chair)**
 - a) **Survey Monkey completed AT the meeting.**
- 8.2 **Other – Quorum**

Motion: “To change GP 6-iii-A to read: A quorum for Board meetings shall be three (3) board members.”
Shaya / Tatiana
Carried

8.3 Other – Reference reading prior to board meetings.

- a) **Reference reading to be sent out 1 week prior to any scheduled board meeting.**

8.4 Next Meeting Date and Details (Chair) (10 minutes)

- a) *December 2024, Email (SLTF application approval only)*
- b) *January 21, 2025, Zoom, 2:00-4:00 PM*
- c) *March 19, 2025, Zoom, 2:00-4:00 PM*
- d) *May 2025, Email, (audit approval only)*
- e) *May 22, 2025, Zoom, 2:00-4:00 PM*
- f) *June 2025, Zoom, AGM, TBA*

9. Adjournment * T

Motion: “To adjourn the meeting at 3:54 PM, Wednesday, November 27, 2024.”
Tatiana

<i>These minutes have been re-viewed and approved.</i>

<i>Date</i>

<i>These minutes have been reviewed and approved.</i>

<i>Date</i>