



GVAT Board of Directors Meeting

MINUTES – Mar 2-4, 2022

Participants: Mar 2 – Brigitte McKenzie, Susan Layng, Eric Doherty, Amber McMillan, Matthew Cook, Stephen Tyler (minutes) Mike Glover

Mar 4 – Brigitte McKenzie, Susan Layng, Eric Doherty, Amber McMillan, Matthew Cook, Stephen Tyler (minutes) Mike Glover, Peggy Wilmot (guest – IAFC Board)

Follow-up: Stephen to sign IAFC intermediary agreement on behalf of Board

- Amber to create new gvat.ca email addresses for directors and portfolio holders
- HR committee to implement the return to work plan for Chet

Time	Agenda Item
12:05-12:08	<p>Welcome, and Land Acknowledgement - Susan</p> <p>Election of Officers: Stephen in chair. Nominates Brigitte and Matthew as Co-Chairs of the Board. Seconded by Amber. Approved. Stephen turns over the chair to Brigitte.</p> <p>Brigitte nominated Mike as vice-chair, Stephen as Treasurer. Seconded by Amber. Approved.</p>
12:08-12:26	<p>Approval minutes of Feb 17th, 2022. Stephen / Susan</p> <p>Approval of agenda: Brigitte / Amber</p> <p>Board members introduced themselves as Eric is a new member. Eric welcomed to the Board. Mike welcomed back for a new 2 year term (Friday meeting).</p>
	<p>Previous Business (Wednesday March 2, 2022)</p>
12:26-1:00	<p>Internal functioning of GVAT Board of Directors</p> <ol style="list-style-type: none"> 1. Amber expressed willingness to stand for Secretary for the current year, on the understanding that much of the effort now shifts to organization and filing of records in the new GSuite system, filing records on Societies registry, all of which she feels comfortable with. She expressed preference for fewer, longer Board meetings. Stephen

	<p>offered to assist with minutes. Nominated by Stephen, seconded by Matthew. Approved.</p> <p>2. Portfolios for Directors: Board responsibilities are primarily financial, legal and staffing. Executive members hold responsibility for governance. The Board has a formal HR committee. However there would be benefit to having designated Board members with responsibility for liaison and coordination in a few crucial areas: Fundraising, Strat Hub, Membership, and Leadership Development. Responsibilities would be to liaise with LO and other parts of the organization in order to ensure resources, member and executive attention are available to support as needed. All directors agreed with this list after discussion. Directors will consider and volunteer for a portfolio on Friday.</p> <p>3. Admin overhaul: Amber led the discussion explaining the need for all directors to eventually interact with GVAT documents exclusively through Google Chrome and their assigned email addresses. Amber walked us through login and applications in GSuite, and explained the benefits in terms of security and backup as well as simplifying communications. Motion to approve the migration to GSuite and assure its continued roll-out: Stephen / Matthew. Approved.</p> <p>1:34 p.m. Adjourned to Friday</p>
	<p>New Business (Friday, March 4, 2022)</p>
<p>12:00-12:20</p>	<p>4. Updated IAF Canada agreement (and GVAT priorities) – Peggy walked us through a strategic planning / listening exercise for IAFC. We identified GVAT priorities and opportunities for collaboration with IAFC.</p> <p>5. IAFC intermediary agreement: agreed that administrative requirements in order to comply should be kept simple and minimal. Moved acceptance of the IAFC Intermediary agreement: Stephen / Eric. Approved.</p> <p>6. Board Portfolios and GSuite emails: Matthew agreed to take on Leadership Development portfolio, Susan to take on Strat Hub liaison, Eric is interested in Member Outreach. Each of these Directors will be exploring and refining these portfolios over coming period. No Fundraising portfolio was assigned, but it was recognized that directors had to step into this on an interim basis until additional directors could be recruited.</p> <p>7. Amber will set up gvat.ca emails for each of the portfolios quickly, and can create aliases for each of these. The goal is to create long-term accounts for the Board positions and portfolios so they don't have to be changed and re-issued every time a Board member changes.</p>
<p>12:20-12: 50</p>	<p>8. HR Committee: Report (to be emailed before Friday)</p> <ul style="list-style-type: none"> ● Transition Plans for Chet's return ● Admin, Social Media and Associate Organizer position (Beatrice) <p>The draft plan was reviewed by directors who generally shared their appreciation for the thought and detail included. There were a couple of comments and clarifications but no significant amendments. The HR committee will take this forward.</p>

	We did not have time to discuss the Admin, Social Media and Associate Organizer position and this will be set over to a future meeting.
12:50-1:00	9. Future Board Meetings – Brigitte will circulate a doodle poll for an upcoming Tuesday evening at 6:30 for an estimated 2 hr meeting, and we will discuss future meetings after that. 1:10 Adjournment