



Greater Victoria Acting Together



## GVAT Board of Directors Meeting

### MINUTES – Apr 28, 2022

**Participants:** Brigitte McKenzie, Stephen Tyler (minutes), Eric Doherty, Susan Layng

**Regrets:** Amber McMillan, Chet Phillips, Mike Glover, Matthew Cook

**Follow-up:**

1. **Chet - Pls note feedback on initial LO report. Also:** consult with Amber and Beatrice on the format, content and process for B to develop a “handbook” describing the main administrative and support tasks she currently performs
2. **Eric and Matthew** - prepare their portfolio descriptions and share with the Board
3. **Eric** - will discuss with Matthew ways we might be more strategic in using IAF support to provide practical advice to ART campaigns (at leadership retreat?)
4. **Eric** - will draft a short description of the main issues related to membership / volunteers in relation to the “Friends of GVAT” topic and request agenda time with Strat Hub Planning Committee to ensure they consider and eventually provide guidance on this (not super urgent). Susan to note.
5. **Stephen** - will try to contact Chet while in Spokane to convey Board’s concern that there has been no information about the Leaders’ Retreat agenda or logistics.

Time	Agenda Item
6:50	Welcome and opening - Brigitte apologized for being late
6:52	Land acknowledgement - Eric Doherty
6:54	Approval of the agenda: Moved - Eric / Susan Approval of minutes of Mar 29, 2022- Eric / Susan Approval of in-camera minutes of Mar 29, 2022 - Stephen / Eric

	Approval of minutes of Apr 11, 2022 - Stephen / Eric
6:58	<p>LO Report</p> <p>Accepted. This was a good start in terms of reporting. Some feedback for Chet's report from Board for next time:</p> <ul style="list-style-type: none"> <li>- The report does not address progress towards leadership development.</li> <li>- Board would like to see regular update on Beatrice's progress in relation to her work plan priorities</li> <li>- LO report should be more succinct and should be organized so as to report progress in relation to a few work plan priority tasks (headings)</li> <li>- use the colour coding to flag any areas for ongoing monitoring or urgent action</li> </ul>
	<p>Related issue: direct Chet to consult with Amber and to work with Beatrice to ensure that she produces a procedures guidebook (or equivalent) for the tasks for which she has been responsible.</p>
7:15	<p>Directors portfolio descriptions - Stephen, Amber, Susan have completed theirs. Eric has not had time yet.</p> <p>Susan asked for some clarification of her role as Strat Hub Planning Committee, and reporting expectations. This was clarified in discussion, and Susan will modify her description and share. Stephen offered to help her post / move if needed.</p> <p>Brief discussion of Treasurer portfolio description to clarify relative simplicity of some of the tasks.</p> <p>ACTION: Eric and Matthew to prepare their portfolio descriptions</p>
7:30	<p>HR Committee Report: discussion of IAFNW training prompted further discussion of the costs to GVAT of IAF mentoring, trainings, and interaction. Can we better apply the available support from IAF more directly to the ARTs on more practical campaign issues? With zoom, geography is much less of an issue in accessing network expertise.</p> <p>ACTION: Eric will talk to Matthew about the idea of being more strategic in our use of IAF support resources. May look for an opportunity to raise this at the leader's retreat.</p>
7:50	<p>Treasurer's Report: increasing membership is an obvious priority. Re-engagement team will be working on this.</p>
8:00	<p>Friends of GVAT: Strat Hub Planning committee should consider the issues here. Are we open to expansion of this group (of individuals? non-dues paying groups such as CPSC?). Or do we want to discourage growth of individual volunteers? Can we rely on dues-paying organizations to provide volunteers?</p>

	ACTION: Eric will bring the issue to Strat Hub Planning Committee, although it may not be urgent.
8:18	<p>Leaders' Retreat: Board expressed concern that there was very little information on this event agenda, venue or expected outcomes. Nor do we have any COVID protocols available in relation to the proposed venue (e.g. ventilation, masking, air filtration). This information needs to be shared with participants.</p> <p>ACTION: Stephen as secretary will try to contact Chet to convey our concern by text / phone.</p>
8:36	Meeting adjourned