



AFOA BC Board Meeting
March 29, 2021
MINUTES – DRAFT
Location: Zoom video conference
Time: 1:00 p.m.

In Attendance

P	President	Barbara Joe
P	Vice President	Carol Reimer
P	Vice President	Trevor Morrison
P	Treasurer	Sukhi Chouhan
A	Secretary	Heather Fader
P	Director	Norm Grdina
A	Director	Teri Muldon

Staff

P	Executive Director	Wendy Ham
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1.0. Call to Order

The meeting was called to order at 1:08 p.m.

2.0. Conflict of interest declaration

No Conflicts declared

3.0. Agenda

No changes

Motion to accept the agenda as presented

Duly moved – Sukhi Chouhan, Seconded – Norm Grdina – CARRIED

Motion #2021-15

4.0. Review and accept meeting minutes of January 25, 2021

No changes

Motion to accept the minutes from January 25, 2021

Duly moved – Norm Grdina, Seconded – Sukhi Chouhan – CARRIED

Motion #2021-16

5.0. Action items from previous minutes

Wendy Ham led review of the action items from the previous minutes.

5.1 Board compensation structure

- It was agreed there should be a new section in the policy for half day and virtual meetings.
- Compensation will be provided for at least 3 hours (half day) at \$150

36 **Motion for Executive Director to amend the board bylaws procedure section to**
37 **reflect virtual meetings and honorariums for half day meetings or other committee**
38 **related duties**

39 **Duly moved –Norm Grdina, Seconded – Carol Reimer – CARRIED**

40 **Motion #2021-17**

41
42
43 **5.2 Year end estimates**

44 - presentation given regarding year end estimates in light of Covid-19. See
45 attached financial report
46

47 **Motion to receive the year end estimates for information purposes**

48 **Duly moved –Norm Grdina, Seconded – Sukhi Chouhan – CARRIED**

49 **Motion #2021-18**

50
51 **5.3 Work plan for 2022**

52 - Wendy provided an internal workplan for 2022, based on current information.
53 Please see attached report

54 - Work plan to be reviewed quarterly based on new information

55 - **ACTION:** It was agreed to develop a list of new workshop topics that would
56 be updated annually. The plan would e to take 1 or 2 to develop a year, on relevant
57 topics.
58

59 **Motion to receive this workplan for the 2021/2022 fiscal year, with the additional**
60 **of provision for workshop development**

61 **Duly moved –Sukhi Chouhan, Seconded – Carol Reimer – CARRIED**

62 **Motion #2021-19**

63
64 **5.4 Meeting with province re: UNDRIP**

65 - Action item was on last minutes to have meeting. It has happened, feel it was
66 very well received, they appreciated out viewpoint. Hopefully it will bring more discussion in
67 the future.
68

69 **6.0. Reports**

70 **6.1 Finance/Audit**

71 **6.1.1 2022 Budget**

72 - Finance/Audit committee in agreement on proposing this for now, with
73 a caveat to review budget in June again for updating based on new
74 information

75 - rather than discuss at a board meeting, we should set up another
76 working group or another committee to look at curriculum development
77 and a work plan, to have a better discussion on everything.
78
79

80 **Motion to accept the 2021/2022 draft budget, subject to review in June**

81 **Duly moved – Trevor Morrison, Seconded – Sukhi Chouhan – CARRIED**

82
83 **Motion #2021-20**

84
85 **6.2 AFOA Canada**

86 - Update from Carol, summary report attached
87
88

89 **Motion to receive AFOA Canada Update report**
90 **Duly moved – Sukhi Chouhan, Seconded – Trevor Morrison – CARRIED**

91
92 **Motion #2021-21**

93
94
95 **7.0 New/Other Business**

96
97 **7.1 Letter to ISC**

98 - after discussions with Jody, AFOA BC getting treated the same as other service
99 organizations, as far as we understand it (we are not being singled out). Jody
100 recognizes the work we do, and right now there is a lack of clarity coming out of
101 Ottawa.

102 - Barbara, Carol, Sukhi and Trevor interested in participating in the planning
103 and strategy action plan working group

104 - **ACTION:** further discussion to be had on working group and plan before the
105 next board meeting.

106
107 **7.2 Executive Director Report**

108 - see attached

109 - **ACTION:** put together a marketing and social media plan for the next board
110 meeting into the workplan, as it is a key component moving forward

111
112 **Motion to receive the Executive Director's Report**
113 **Duly moved – Trevor Morrison, Seconded – Sukhi Chouhan– CARRIED**

114
115 **Motion #2021-22**

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118 **10.0. Next Meeting – Tuesday June 15, 2021**

119 - will have one earlier if new information received from ISC

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121 **11.0. In Camera**

122
123 **12.0. Adjournment – 2:58 PM**
124

125 **MOTION SUMMARY**

126
127 **Motion to accept the agenda as presented**
128 **Duly moved – Sukhi Chouhan, Seconded – Norm Grdina – CARRIED**
129 **Motion #2021-15**

130
131 **Motion to accept the minutes from January 25, 2021**
132 **Duly moved –Norm Grdina, Seconded – Sukhi Chouhan – CARRIED**
133 **Motion #2021-16**

134
135 **Motion for Executive Director to amend the board bylaws procedure section to**
136 **reflect virtual meetings and honorariums for half day meetings or other committee**
137 **related duties**
138 **Duly moved –Norm Grdina, Seconded – Carol Reimer – CARRIED**
139 **Motion #2021-17**

140
141 **Motion to receive the year end estimates for information purposes**
142 **Duly moved –Norm Grdina, Seconded – Sukhi Chouhan – CARRIED**
143 **Motion #2021-18**

144
145 **Motion to receive this workplan for the 2021/2022 fiscal year, with the additional**
146 **of provision for workshop development**
147 **Duly moved –Sukhi Chouhan, Seconded – Carol Reimer – CARRIED**
148 **Motion #2021-19**

149
150 **Motion to accept the 2021/2022 draft budget, subject to review in June**
151 **Duly moved – Trevor Morrison, Seconded – Sukhi Chouhan – CARRIED**
152
153 **Motion #2021-20**

154
155 **Motion to receive AFOA Canada Update report**
156 **Duly moved – Sukhi Chouhan, Seconded – Trevor Morrison – CARRIED**
157
158 **Motion #2021-21**

159
160 **Motion to receive the Executive Director’s Report**
161 **Duly moved – Trevor Morrison, Seconded – Sukhi Chouhan– CARRIED**
162
163 **Motion #2021-22**

164
165 **ACTION ITEM SUMMARY**

166 **Executive Director**

167
168 **March 29, 2021 BoD meeting**

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173 1. **ACTION:** It was agreed to develop a list of new workshop topics that would be updated
174 annually. The plan would be to take 1 or 2 to develop a year, on relevant topics.

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2. **ACTION:** further discussion to be had on working group and plan before the next board meeting.
3. **ACTION:** put together a marketing and social media plan for the next board meeting into the workplan, as it is a key component moving forward

DRAFT