

**Ontario 4-H Council
Inaugural Board Meeting
MINUTES**

Date: Wednesday, April 7, 2021
Place: Zoom
Time: 7:30 p.m.
Attendees: Cheryl Sullivan President, Darrell Bergsma, Elaine Bowman, Lesleigh Elgie, Laurie Farquharson, Nicole French Director Youth, Doug Melia, Erica Murray, Emily Tremblay, Donna Van Der Heyden, Edna White
Regrets: Dennis Carnegie
Staff: Christine Oldfield, Executive Director & Danette Woodworth, Recording Secretary
Brad Found Scrutineer

1. Call to Order

President, Cheryl Sullivan called the meeting to order at 7:30 pm and thanked everyone for joining the meeting.

2. Welcome/Introductory Comments

President, Cheryl Sullivan gave a warm welcome to the returning and new Ontario 4-H Council Director, Lesleigh Elgie. Cheryl thanked Brad Found, Scrutineer, for joining the meeting.

3. Introductions

Each person introduced themselves and their Local 4-H Association.

4. Approval of Agenda

**MOTION: Moved and seconded to accept the agenda as presented.
CARRIED**

5. Elections

Cheryl Sullivan handed over the elections to Brad Found, Scrutineer.

The positions of Vice President and Director at Large were considered vacant. Darrell Bergsma gave an outline of the duties of Vice President and Elaine Bowman provided an overview of the Director at Large.

a) Vice President

Brad Found opened the floor for nominations for the position of Vice President.

Nominations for Vice President:

- Laurie Farquharson
- Darrell Bergsma
- Elaine Bowman

Both Darrell Bergsma and Laurie Farquharson accepted the nomination and were given time to speak.

Elaine thanked her nominator and kindly declined the nomination.

A vote was conducted and Brad Found proclaimed Darrell Bergsma Vice President, 2021 Ontario 4-H Council.

b) Director at Large

Brad Found called for nominations for the position of Director at Large.

Nominations for Director at Large:

- Elaine Bowman

Elaine Bowman accepted the nomination.

Brad Found proclaimed Elaine Bowman Director at Large, 2021 Ontario 4-H Council.

Council will look to fill the open Director position, as well as the Community Director position.

MOTION: Moved and seconded to destroy the results.

CARRIED

Cheryl Sullivan thanked Brad Found for running the elections and acting as scrutineer, and Brad left the meeting.

6. Appointment of Board Buddies

Cheryl Sullivan stated that all new Directors are assigned a 'Board Buddy' to help them learn about the role and to be a point of contact for any questions or concerns.

2021 Board Buddies
Lesleigh Elgie & Erica Murray

7. Board Director Liaison

Cheryl Sullivan reviewed the Board Director Liaisons. Each year Directors are assigned Associations to communicate directly with their Association Representative (AR) throughout the year. An email will be sent to the AR's from their Board Liaison to welcome them to another year and introduce themselves to the new AR's:

DIRECTOR	ASSOCIATION
Lesleigh Elgie	Brant, Essex, Halton, Manitoulin, Northumberland
Doug Melia	Bruce, Hamilton Wentworth, Prince Edward, Waterloo
Elaine Bowman	Durham East, Glengarry, Niagara, Parry Sound, Temiskaming
Edna White	Grenville, Kawartha Lakes Haliburton, Leeds, Peterborough, York
Nicole French	Lanark, Lennox & Addington, Middlesex, South Simcoe
Darrell Bergsma	Dundas, Grey, Hastings, Huron, Russell
Dennis Carnegie	Carleton, Chatham-Kent, Elgin, Nippissing, Stormont
Laurie Farquharson	Dufferin, Durham West, Rainy River, Renfrew, Sudbury
Erica Murray	Frontenac, Haldimand, Norfolk, Perth, Thunder Bay
Donna Van Der Heyden	Kenora, North Simcoe, Oxford, Wellington
Emily Tremblay	Algoma, Lambton, Peel, Prescott

8. Appointment of Committees

Cheryl Sullivan reviewed the Committees that are part of the Ontario 4-H Council, as well as the duties and responsibilities of each of the Committees listed within the Ontario 4-H Policy Manual.

a) **Resolution Committee** – chaired by Director at Large

The Resolutions Committee communicates the resolution process to Local Associations. The committee reviews all resolutions received to determine if resolutions are operational or policy driven. The Committee is chaired by the Director at Large. Resolutions can be submitted throughout the year, although are generally submitted for review 120 days prior to the Annual General Meeting, where they are discussed and voted upon at the Ontario 4-H Council Annual General Meeting.

Committee Members: ***Chair: Elaine Bowman, Edna White, Donna Van Der Heyden, Emily Tremblay***

b) **Nominating Committee** - chaired by Past President

The Nominating Committee will manage the Council Directors, Director Youth, Director Community and the Ontario Youth Representative to Canadian 4-H Council Youth Advisory Committee nomination process.

Committee Members:
Chair: Dennis Carnegie, Nicole French, Doug Melia

c) **Finance Committee** - chaired by Vice President

The Finance Committee is responsible for working with the Manager, Finance and Executive Director to review budgets and quarterly financial statements in advance of the Board of Directors Meeting.

Committee Members:
Chair: Darrell Bergsma, Laurie Farquharson, Doug Melia, Erica Murray, Donna Van Der Heyden, Cheryl Sullivan

d) **Grievance Committee** - confidential

Grievance Committee is a confidential appointment of at least three (3) Ontario 4-H Council Directors along with a staff person. The committee meets on demand. This committee would be struck on an “as-needed” basis.

e) **Board Evaluation Committee**

The Board Evaluation Committee reviews each Board of Directors’ meeting survey, including the Boards’ year end evaluation post meetings, and provides a summary report as part of the following Board meeting package for Directors’ information and review.

Committee Members:

Chair: Nicole French, Elaine Bowman, Emily Tremblay, Laurie Farquharson

f) **Policy & Governance Committee**

The Policy and Governance Committee Chair, along with a minimum of two (2) additional members, review, update, ensure consistency and establish Board policies at each Board of Directors meeting.

Committee Members:

Chair: Erica Murray, Darrell Bergsma, Lesleigh Elgie, Edna White, Doug Melia

g) **Fund Raising Committee**

Laurie Farquharson, Erica Murray & Donna Van Der Heyden

h) **Ontario Not for Profit Corporations Act Task Force (Committee On Hold)**

The role of the task force is to look at changes to the Ontario Not for Profit Corporations Act (ONCA) and recommend changes to the Ontario 4-H Council By-laws. Those currently on the committee will be contacted to see if they are willing to stay on.

9. 2021 Council Board Meeting Dates

- ✓ May 18 - New Board Director Orientation
- ✓ June 11 & 12 - Board of Directors’ Training & Meeting
- ✓ August 21 - Board of Directors’ Meeting
- ✓ October 16 - Board of Directors’ Meeting
- ✓ January 22, 2022 - Board of Directors’ Meeting

Executive & Finance Committee meeting dates will be sent to both committees.

10. Closing Comments and Adjournment

Cheryl Sullivan and the Board thanked the Volunteer Conference Committee for the awesome job on the first Virtual Volunteer Conference.

Cheryl Sullivan thanked the Directors for their time. Council ended the meeting with the 4-H Pledge.

MOTION: Moved to adjourn the meeting.

Original Signed Minutes Kept at the 4-H Ontario Office, Rockwood, Ontario

Ontario 4-H Council, President

Secretary