

Ontario 4-H Council
Board of Directors Meeting Minutes
Saturday, January 21, 2023

Present: Laurie Farquharson; President, Elaine Bowman; Vice President, Cheryl Sullivan; Past President, Erica Murray; Director at Large, Josh Brander Director; Youth, Penny Anger, Debbie Coke, Lesleigh Elgie, Lindsay Hastings, Doug Melia, Donna Van Der Heyden, Jennifer Waldroff, Edna White

Regrets: Cathy Lennon

Staff: Christine Oldfield, Executive Director; Evelyn Chambers, Director Professional Practice & Recording Secretary

1.Call to Order, President's Welcome and 4-H Pledge

Laurie welcomed everyone to the meeting and led in the 4-H pledge.

2. Action Sheet

2.1 Review of Action Sheet (October)

Action 1,2,4,5,6 ongoing

Actions 3,7,8,9 completed

2.2 Action Sheet Recorder

Cheryl volunteered to be Action Sheet Recorder

3.Consent Agenda

3.1 Agenda: January 21, 2023

3.2 Minutes: October 15, 2022, October 24, 2022

3.3 Presidents Report

3.4 Ontario 4-H Foundation Report

3.5 4-H Canada Report

3.6 Youth Advisory Council (YAC) Report

3.7 Volunteer Conference Report

3.8 Joint Executive Committee Report

3.9 Joint Fundraising Committee Report

3.10 Resolution Committee Report

3.11 Board Development Committee Report

MOTION: To accept the agenda as presented.

CARRIED

4. Ratification

4.1 Minutes: October 15th, 2022

4.2 Minutes: October 24, 2022 Minute Approval

MOTION: That further to the October 15, 2022 motion that the top up of the Strategic Plan Initiative fund come from the surplus from the building sale and the exact amount to be reported at the next Council meeting.

CARRIED

MOTION: To accept the minutes of October 15, 2022 Board Meeting Minutes and October 24 Board, 2022 Approval Meeting minutes as amended.

CARRIED

Laura Goulding, Manager Communications joined the meeting to provide review of the recent website changes including launch of the project form and library and removal of resources from the portal and responded to questions.

5. Finance

5.1 Finance Update (YTD Financials)

5.2 2023 Budget Planning & Approval

MOTION: To pass budget as proposed and to be reviewed when the 2022 final year financials are complete.

CARRIED

MOTION: To approve the transfer of the PLC funds from the Ontario 4-H Foundation to the Ontario 4-H Council resulting in a zero balance.

CARRIED

MOTION: To allocate from the building sale, an additional \$75,000 to Strategic Initiative, \$16,000 to Information Technology Fund, \$200,000 to contingency and the remaining in general unrestricted.

CARRIED

MOTION: To move the balance in the building maintenance to the new information technology information fund.

CARRIED

MOTION: That the funds for the new Business Management System be paid for through the Strategic Initiative Fund.

CARRIED

MOTION: To create a new internally restricted information technology fund with the purpose of having funds available for technology maintenance.

CARRIED

6. Staff Report (Operational plan update)

Christine referred to the operational plan sent out with the board package.

7. Roll Call – Director at Large – Why did you want to become an Ontario 4-H Council Director?

8. Board Spotlight - Inclusion

Christine will send out a poll to board directors relating to enhanced understanding of DEI as a result of continued learning.

9: Board Education - All You Want to Know about Policies

Evelyn and Christine presented a high level presentation on policy and procedures as they pertain to the Ontario 4-H Council and operations.

10. Policy Updates

10.1 Policy and Governance Committee: Erica Murray, Committee Chair addressed the following policy recommendations:

B-BSR-16 recommend removing reference to 'club resources'

B-BSR -22 on hold awaiting confirmation from 4-H Canada

O-CF-02- on hold

B-CE-01- change typo 'understatement';

B- CE-06 no proposed change

B-BO-22- on hold awaiting confirmation from 4-H Canada

B-BSR-07- no proposed change

B-BSR-19- no proposed change

Erica also presented a new Election Policy:

In accordance with the 4-H Ontario Council by-laws elections when necessary shall be conducted as follows

1. The election of President, Vice-President, Director at Large in accordance with by law 3.12 will be elected by a majority of votes. The directors will use an alternative preference ballot (ranked) through an instant runoff voting system. Candidates with the fewest number of votes will be eliminated, and their votes recalculated among the remaining candidates until the successful candidate receives 50% + 1 of the vote.
2. The election of directors at the annual general meeting in accordance with by-law 7.11 will be elected by a majority of the votes. The voting members will use a runoff voting system. Electors will vote for each open director position available.
3. In the event that there is a one (1) year director position available in addition to the five two (2)

year positions and there are 6 candidates the candidate with the fewest votes will receive the one (1) year director position. In the event that there is a one (1) year director position and more than six (6) candidates, a second election will occur following the election of the five two (2) year director positions. Candidates defeated in the two (2) year director election are eligible to run in the one (1) year director election.

4. A copy of this policy shall be included in the AGM package for Association Representatives.

MOTION: That we accept the Policy and Governance Committee report as presented including the new Election Policy.

CARRIED

11. Emerging Issues

11.1 Nominating Committee Report

Cheryl reported that one application was received for the Director Youth.

MOTION: To appoint Josh Brander as the Director-Youth for the Ontario 4-H Council for the coming 2023 year.

CARRIED

MOTION: That Kayla Emmerton be appointed to represent 4-H Ontario as the YAC representative to 4-H Canada for the coming 2023 year.

CARRIED

11.2 Grievance Committee Report

MOTION: To move in camera with Christine and Evelyn in attendance.

CARRIED

MOTION: To move out of camera.

CARRIED

MOTION: To accept Grievance Committee Report

CARRIED

11.3 4-H Canada Leadership Summit 2024 Submission

Christine reported that 4-H Ontario was not successful in our application to host the 2024 4-H Canada Leadership Summit. 4-H Canada has requested that 4-H Ontario consider hosting this event in 2025.

11.4 JFAO Request for Collaboration

Laurie spoke to a request from JFAO to collaborate with the 4-H program on the local and regional level.

11.5 AR session at Conference

Laurie confirmed that there is an AR session planned for the Friday afternoon of the Volunteer Conference. Sub Committee to help with organizing: Elaine Bowman, Lesleigh Elgie, Erica Murray, Cheryl Sullivan

11.6 Board Calendar Review

Laurie reviewed the 2022 Board Calendar with a view of updating responsibilities for 2023.

MOTION: To go in camera with Christine and Evelyn in attendance.

CARRIED

MOTION: To move out of camera.

CARRIED

12. Board Liaison

Message to include board director elections and role of the Council, Volunteer Conference, change in AR's need to be communicated to 4-H Ontario, project listing library, rule of two with electronic communication when communicating with youth.

13. Board Correspondence-none received

14. Review of Action Items

Cheryl reviewed the Action Items

15. Setting of Agenda Items for Next Meeting

16. Dates & Times for Upcoming Board of Directors Meeting

February 2 or 7, 2023 @ 7 pm Minute Approval Meeting –

March 23- Board Review (Board only)

March 24, 2023 @ 8:30 am (in person)

March 25, 2023 @tbd (in person)

17. Adjournment

MOTION: To adjourn at 3:55 pm

CARRIED

