

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

**Date:** Saturday, March 26, 2022  
**Place:** Sheraton Parkway Toronto North Hotel & Suites, Richmond Hill  
**Time:** 7:30 a.m.  
**Attendees:** Laurie Farquharson President, Cheryl Sullivan Past President, Penny Anger, Lindsay Bebbington, Elaine Bowman, Josh Brander Director Youth, Debbie Coke, Lesleigh Elgie, Cathy Lennon Director Community, Doug Melia, Erica Murray, Donna Van Der Heyden, Jennifer Waldroff, Edna White  
**Guest:** Dennis Carnegie Scrutineer  
**Staff:** Christine Oldfield, Executive Director & Evelyn Chambers, Director Professional Practice & Recording Secretary

**1. Call to Order**

President, Laurie Farquharson called the meeting to order at 7:30 am and thanked everyone for joining the meeting.

**2. Welcome/Introductory Comments**

President, Laurie gave a warm welcome to the returning directors and to the newly elected directors Penny Anger, Debbie Coke, Jennifer Waldroff and Josh Brander Director Youth. Cheryl thanked Dennis Carnegie, 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**

President Laurie handed over the elections to Dennis Carnegie, Scrutineer.

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

**a) Vice President**

Dennis Carnegie opened the floor for nominations for the position of Vice President.

**Nominations for Vice President:**

- Elaine Bowman
- Erica Murray
- Lindsay Bebbington

Both Elaine Bowman and Erica Murray accepted the nomination and were given time to speak.

Lindsay thanked her nominator and kindly declined the nomination.

A vote was conducted, and Dennis Carnegie proclaimed Elaine Bowman Vice President, 2022 Ontario 4-H Council.

**b) Director at Large**

Dennis Carnegie called for nominations for the position of Director at Large.

**Nominations for Director at Large:**

- Erica Murray
- Lindsay Bebbington
- Lesleigh Elgie
- Donna Van Der Heyden

All accepted their nominations.

A vote was conducted, and Dennis Carnegie proclaimed Erica Murray as the Director at Large, 2022 Ontario 4-H Council.

**MOTION: Moved and seconded to destroy the results.**

**CARRIED**

Laurie Farquharson thanked Dennis Carnegie for running the elections and acting as scrutineer, and Dennis left the meeting.

**6. Appointment of Board Buddies**

President Laurie 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.

2022 Board Buddies
Jennifer Waldroff & Cheryl Sullivan
Josh Brander & Doug Melia
Debbie Coke & Lindsay Bebbington
Penny Anger & Donna Van Der Heyden

**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
<b>Penny Anger</b>	Dufferin, Durham West, Essex, Sudbury
<b>Lindsay Bebbington</b>	Lanark, Lennox & Addington, Middlesex, Peel, South Simcoe
<b>Elaine Bowman</b>	Durham East, Glengarry, Niagara, Parry Sound, Temiskaming
<b>Josh Brander</b>	Dundas, Grey, Hastings, Huron
<b>Debbie Coke</b>	Algoma, Lambton, Prescott, Russell
<b>Lesleigh Elgie</b>	Brant, Essex, Halton, Manitoulin, Northumberland, Rainy River
<b>Doug Melia</b>	Bruce, Hamilton Wentworth, Prince Edward, Waterloo
<b>Erica Murray</b>	Frontenac, Haldimand, Norfolk, Perth, Thunder Bay
<b>Donna Van Der Heyden</b>	Kenora, North Simcoe, Oxford, Wellington
<b>Jennifer Waldroff</b>	Carleton, Chatham-Kent, Elgin, Renfrew, Stormont
<b>Edna White</b>	Grenville, Kawartha Lakes Haliburton, Leeds, Peterborough, York

#### 8. Appointment of Committees

President Laurie 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: Erica Murray, Edna White, Cathy Lennon**
  
- 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: Cheryl Sullivan, Donna Van Der Heyden, Jennifer Waldroff**
  
- 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: Elaine Bowman, Penny Anger Laurie Farquharson, Doug Melia 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:**

***Lesleigh Elgie, Debbie Coke, Lindsay Bebbington, Josh Brander***

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:**

***Erica Murray, Lesleigh Elgie, Edna White, Doug Melia, Jennifer Waldroff, Penny Anger, Josh Brander***

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.

Chair: Tammy Oswick, Cheryl Sullivan, Lynn Ward, Donna Van Der Heyden, Christine Oldfield, Evelyn Chambers

**9. 2021 Council Board Meeting Dates**

- ✓ TBD- New Board Director Orientation
- ✓ June 17 & 18 tbc - Board of Directors’ Training & Meeting
- ✓ August 20 - Board of Directors’ Meeting
- ✓ October 15 - Board of Directors’ Meeting
- ✓ January 21, 2023 - Board of Directors’ Meeting

Executive & Finance Committee meeting dates:

May 30, 2022

July 25, 2022 (tbd)

September 26, 2022

January 5, 2023.

**10. 2023 4-H Ontario Volunteer Conference**

President Laurie reported that the 2023 4-H Ontario Volunteer Conference will be hosted by the Ontario 4-H Council and Ontario 4-H Foundation (tbc). Directors expressing interest in being on the planning committee are Lesleigh Elgie, Lindsay Bebbington, Penny Anger, Debbie Coke and Erica Murray.

Going forward the order of regions hosting will be sequential (region 1,2,3,4,5,6).

**11. Board Handbook**

President Laurie noted that the Council would like to develop a Board Handbook (based on roll call responses at March 25, 2022 Council meeting). Elaine and Cheryl agreed to work with Christine and Evelyn on this project.

- 12.** President Laurie 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*

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**Ontario 4-H Council, President**

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**Secretary**