

**Ontario 4-H Council
Board of Directors Meeting
January 20, 2024**

4-H Ontario Purpose Statement:

“Youth become contributing citizens who impact positive change in our communities.”

Land Acknowledgement: 4-H Ontario recognizes that we live, learn and work on the traditional, ancestral and unceded territory of many Indigenous Nations and communities that have, and continue to call Ontario home. Our main office in Guelph/Eramosa, ON is located on the ancestral land and territory of the Anishinabewaki, Haudenosaunee, Attiwonderonk, Mississauga and the Mississaugas of the Credit First Nation. This territory is also covered by the Haldimand Treaty of 1784 and Treaty 3 of 1972. We recognize and commit to the work that follows this acknowledgement to ensure reconciliation and a bright future for Indigenous peoples and youth. We encourage all residents and visitors of Ontario to learn about the land you walk on and do your part in supporting and preserving Indigenous traditions, cultures, languages, Ways of Knowing (knowledge) and spirituality.

Ontario 4-H Council Board of Director Goals (accepted on June 16, 2023)

Directing Goals-

By March 2024 the Ontario 4-H Council will have a clearly defined strategic plan that is easily understood and well communicated with measured outcomes and a regular review process to ensure delivery.

By March 2024, the Ontario 4-H Council will have developed a succession plan to ensure the transfer of skills, knowledge and information to current and future directors to ensure the continued strength and growth of Ontario 4-H Council Board which will be measured through skills assessment at the beginning and end of year.

Protecting Goals

By March 2024, the Ontario 4-H Council will have reviewed board financial processes which will include a succession plan for the financial managers positions and include internal controls to ensure financial sustainability and security.

By March 2024, the Ontario 4-H Council will have conducted a review of documented internal controls to ensure appropriate financial stewardship when monitoring of finance.

Ontario 4-H Council Board of Directors Meeting

Date: January 20, 2024

Time: 8:45 am

Location: Via Zoom

Participants: Laurie Farquharson: President, Elaine Bowman: Vice President, Cheryl Sullivan: Past President, Erica Murray: Director at Large, Penny Anger, Debbie Coke, Lesleigh Elgie, Joanne Hewitson, Fred Sharpe, Alice Van Vugt, Jennifer Waldroff, Edna White

Regrets:

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

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

President Laurie called the meeting to order at 8:55 am and welcomed all present. Laurie led in the 4-H pledge and acknowledged the traditional lands on which we live, work and play.

2. Review of Action Sheet: Actions Completed: 1,2,4,5,7,10,11. Actions in Progress: 3,6,8,9.

3. Appointments

3.1 Action Sheet Recorder: Cheryl volunteered to be the Action Sheet Recorder

4. Consent Agenda

4.1 Agenda: January 20, 2024

4.2 Minutes: October 21, 2023

4.3 Minutes: November- Approval Meeting Minutes: November 13, 2023

4.4 Minutes Budget Approval Meeting Minutes: November 29, 2023

4.5 Presidents Report

4.6 Staff Report (Operational plan update)

4.7 Ontario 4-H Foundation Report

4.8 4-H Canada Report

4.9 Youth Advisory Council (YAC) Report

4.10 Grievance Committee Report

4.11 Board Development Committee Report

MOTION: To approve reports as presented.

CARRIED

5. Finance

5.1 Council Financial Year to Date Actuals

5.2 Update on the Budget

5.3 Investment Plan

5.4 Grow it Forward Subsidy Program

5.5 Update 2023 Audit and RFQ process for 2024- 2026

MOTION: To approve the financial report as presented.

CARRIED

MOTION: To renew the investments coming due in March to 180 days and when due in September, cease auto renewal and deposit to the bank account for other investment considerations.

CARRIED

MOTION: To table further discussion on the Grow It Forward Subsidy Program until March and build the program into the new Strategic Plan and then create an ad hoc taskforce to address board measurement outcomes.

CARRIED:

6. Roll Call - Director at Large -If you could involve an expert on the board, what skills do they have that would be important for the Board (responses in the minute appendix)

7. Board Spotlight – Where Am I? Ontario 4-H Council Virtual Road Trip- learning about special/unique aspects/places where directors live.

8. Policy Updates

- a. Policy and Governance Committee

Erica reported on the recommendations of the Policy & Governance Committee.

MOTION: To accept the recommended changes and revisions as presented by the Policy & Governance Committee.

CARRIED

9. Strategic Plan

It was noted that all directors and staff have received the draft strategic plan with feedback being requested via survey. The strategic planning committee will be meeting in February to give a final review. Directors will meet on March 7, 2024 to discuss and approve the strategic plan alongside the year end audit.

10. Staff/ Operational Update

Christine reported on the annual team goals (to 2023 year-end) based on the current strategic plan which also ended in 2023.

11. Emerging Issues

- a. Conference and Annual General Meeting – AR Discussion at Volunteer Conference

Directors were encouraged to register for the conference and the AGM.

MOTION: To move towards planning a virtual AGM in 2025 and work towards planning an in-person volunteer conference.

DEFEATED

Jennifer, Joanne, Cheryl and Laurie to take the lead in organizing the AR Session at the Volunteer Conference and posing this question as part of the discussions.

- b. Board Education: Christine and Evelyn presented a recorded webinar 'Moving Forward, Leaving Bad Governance Habits Behind in 2023' hosted by Governance Solutions.

Lesleigh encouraged directors to complete the board and committee evaluation. Next week the year end evaluation will be sent out.

- c. Nominating Committee Update: Cheryl reported that to date two nominations received to date. Still searching for a new YAC rep. Connection has been made with a potential Community Director nominee.
- d. Resolutions Committee Report- Erica reported that five resolutions were received. Three resolutions were deemed operational and will be followed up by staff. The two remaining were received after the deadline and denied with communication sent to resubmit prior to the next deadline.
- e. Board Calendar Checklist -on target with tasks
- f. Review of Board Goals-to be done at the new meeting of the Board
- g. Additional Adhoc Committees
There was discussion regarding establishing additional adhoc committees such as Strategic Investment Advisory Committee, Diversity, Grow it Forward and inviting AR's and additional stakeholders to participate.

12.AR/P/VP Communication: Next AR/P/VP meeting on January 24 at noon and 8 pm.

13.Board Liaison: Communication has been sent out as per above.

14.Board Correspondence-none received

15. Review of Action Items: Cheryl reviewed the action sheet.

16.Setting of Agenda Items for Next Meeting

17.Dates & Times for Upcoming Board of Directors Meeting

- ✓ February 5, 2024@ 7:30 pm Minute Approval Meeting
- ✓ March 7, 2024 Audit Review and Approval (7:00 pm); Strategic Planning Approval (8:00 pm)
- ✓ March 21, 2024 Board Meeting and Volunteer Conference
- ✓ March 22, 2024 Council Meeting
- ✓ March 23, 2024 Inaugural Board Meeting

18. Adjournment

19. MOTION: To adjourn the meeting at 4:25 pm

Roll Call - Director at Large -If you could involve an expert on the board, what skills do they have that would be important for the Board.

- **Financial expertise x9**
- **Communication- listen to everyone and bring ideas forward, ask questions**
- **Governance expertise x4**
- **Sufficient representation on the Board who are knowledgeable about grassroots**
- **Priority and bring strategic plan to life**
- **Critical Thinking**
- **DEI**
- **Human Resources**
- **Visionary and passionate about the program**
- **Mentorship and sharing skills**