

**Ontario 4-H Council
Board of Directors Meeting
March 22, 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: March 22, 2024

Time: 8:45 am

Location: In person, Sheraton Parkway North Toronto

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 8:45 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: all are completed except 5 which is in progress

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: January 20, 2024

4.3 Minutes: November- Approval Meeting Minutes: February 5, 2024

4.4 Minute Approval Meeting: Audit and Strat Plan Approval March 6, 2024

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 amended and 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 appoint Baker Tilly as auditors for the 2024 year.

CARRIED

Motion: To table discussion on the Grow it Forward Program until the June Board meeting.

CARRIED

6. Roll Call - Director at Large - (responses in the minute appendix) What information do you need to make strong decisions around the board table

7. Board Spotlight – Evelyn presented an interactive activity relating to Steps to a Motion and distributed a resource to each director to reference.

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

Strategic Plan will be presented to the AR's during the Conversation Café.

10. Staff/ Operational Update

Christine reported on the annual team goals for 2024 noting that the goals being reported on were identified in 2023 and will be aligned with the new strategic plan being released.

11. Emerging Issues

- a. Conference and Annual General Meeting – AR Discussion at Volunteer Conference
- b. Board Education: Lesleigh noted financial and governance, board liability and responsibility, AI and cyber security, Indigenous Community Engagement were suggested topics
- c. Nominating Committee Update: Cheryl reported that to date four nominations received to date with interest expressed from one AR.
- d. Resolutions Committee Report- No report
- e. Board Calendar Checklist-on target with tasks

- f. Review of Board Goals-recommend revisiting and revising the board goals and aligning these with the strategic plan at the next Board meeting.
- g. Additional Adhoc Committees
Discussion will be with the new board regarding these Ad Hoc Committees

12. AR Communications

Next AR/P/VP meeting on May 2 at noon and 8 pm.
New AR Orientation- April 2 @ 7:30 pm
New Pres and VP- April 3 @ 7:30 pm

13.Board Liaison: Communication will be sent out in advance of the Minute Approval Meeting.

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

- ✓ April 15, 2024 Minute Approval Meeting TBD
- ✓ June 15, 2024 Board Meeting
- ✓ July 2, 2024 Minute Approval Meeting TBD
- ✓ August 17, 2024 Board Meeting
- ✓ September 3, 2024 Minute Approval Meeting TBD
- ✓ October 19, 2024 Board Meeting
- ✓ November 4, 2024 Minute Approval Meeting TBD
- ✓ January 18, 2025 Board Meeting
- ✓ February 3, 2025 Minute Approval Meeting TBD

18. Adjournment

MOTION: To adjourn the meeting at 2 pm

Roll Call: What information do you need to make strong decisions around the board table?

- Financial Reports (current) x4
- Staff and Strat Plan reports and updates x2
- Historical content x4
- Risk Assessment
- Impact on Programs, Registrations
- Voice of participants
- How discussions and decisions tie to strategic plan
- Information that addresses the board goals and strat plan (may be all the above)