

## Ontario 4-H Council Board of Directors Meeting

**Date:** June 15, 2024

**Location:** via Zoom

**Time:** 8:00 am- 8:45 Closed Session

**8:45 am -2:30 pm Board Meeting**

**Participants:** Erica Murray; President, Jennifer Waldroff; Vice President, Laurie Farquharson; Past President, Lesleigh Elgie; Director at Large, Penny Anger, Debbie Coke, Tamara Fisher-Cullen, Joanne Hewitson, Brian O'Neill, Nav Sadhra, Fred Sharpe, Alice Van Vugt, Edna White

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

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

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

### 2. Review of Action Sheet

Completed: 2,3,6,8,10

In Progress: 1,4,5,7,8,9

### 3. Appointments- 3.1 Action Sheet Recorder- Laurie Farquharson

3.2 Chat monitor- Alice Van Vugt

### 3. Review of Board Calendar

Erica reviewed the Board Calendar tasks for June and August noting all are on target for completion.

### 5. Consent Agenda

*5.1 Agenda: June 15, 2024-*

*5.2 Minutes: March 22, 2024, March 23, 2024*

*5.3 Minutes: April 15, 2024 Minute Approval*

*5.4 Minutes: May 29, 2024 Investment Approval Meeting*

*5.5 Presidents Report*

*5.6 Staff Report (Operational plan update)*

*5.7 Ontario 4-H Foundation Report*

*5.8 4-H Canada Report*

*5.9 Youth Advisory Council (YAC) Report – no report*

*5.10 Grievance Committee Report – no report*

*5.11 Board Development Committee Report*

*5.12 Nominating Committee Update- Revised TOR's*

*5.13 Resolutions Committee Report- Revised TOR's*

**MOTION: Moved and seconded to accept the minutes and reports as distributed.  
CARRIED**

## **6. Staff/ Operational Update**

Christine presented an updated Operational report and addressed questions relating to information provided.

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

## **7. Finance**

*7.1 Council Financial 1st Year to Date Actuals*

*7.2 Update on the Budget*

*7.3 Investment Plan*

*7.3.1 Recommendation from investment subcommittee (motion)*

*7.3.2 Appoint of Elaine Bowman as subcommittee member*

*7.4 Grow it Forward Subsidy Program*

*7.5 Signing authorities/officers.*

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

**MOTION: Moved and seconded that, while seeing the benefit of the Growing It Forward Fund program, the board will table discussion and revisit in June 2025 for consideration in the 2026 budget.**

**CARRIED**

**MOTION: Moved and seconded that the signing authorities for BMO be President Erica Murray, Vice President Jennifer Waldroff and Past President Laurie Farquharson and to remove Cheryl Sullivan.**

**CARRIED**

**MOTION: Moved and seconded that the signing authorities at Libro be President Erica Murray and Director at large Lesleigh Elgie and to remove Laurie Farquharson.**

**CARRIED**

**MOTION: Moved and seconded to create an adhoc investment committee to develop an investment strategy. Adhoc committee tenure will be for a one-year period with potential of extending as required.**

**CARRIED**

**MOTION: Moved and seconded to appoint Elaine Bowman to the adhoc investment committee.**

**CARRIED**

**MOTION: Moved and seconded to accept the the investment committee recommendations to roll the investments coming due in June be put into the Libro cash account until further decisions are made about investing these funds for the future.**

**CARRIED**

**8. Roll Call - Director at Large** -All participated by responding to the Roll Call question “If you were to write a book about yourself what it be called or be about”?

**9. Board Spotlight – Review of 2023 Board Goals and Decision on 2024 Board Goals**

Lesleigh reviewed the process of developing the 2023 board and committee goals and reviewed the current board goals. Directors joined break out rooms and put forth suggestions for 2025 board goals. Goals will be finalized at the next board meeting. Each committee was asked to determine at least one goal per committee.

## **10. Policy Updates**

10.1 Policy and Governance Committee

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

**MOTION: Moved and seconded to accept the Policy & Governance Committee report.**

**CARRIED**

## **11. Strategic Plan**

11.1. Vision, Mission, Values Session

It was decided that a separate meeting be held dedicated to this review.

## **12. Emerging Issues**

12.1 *Crisis Management Plan*

**MOTION: Moved and seconded to accept the Crisis Management Plan for 2024.**

**CARRIED**

12.2 *ED Succession Plan*

**MOTION: Moved and seconded to approve the ED Succession Plan.**

**CARRIED**

12.3 *Insurance Review*

**MOTION: Moved and seconded to accept the insurance summary review for 2024.**

**CARRIED**

12.4 *Additional Ad hoc Committees (i.e., Strategic Investment Advisory Committee, DEI/EDI, Future Volunteer Conference*

**MOTION: Moved and seconded to appoint Sharon Halpenny to the Future Volunteer Conference Committee.**

**CARRIED**

12.5 Possibility of in person meeting

**MOTION: Moved and seconded to hold an in person meeting in October in conjunction with board training with board directors being encouraged to limit expenditures as able with a final decision to be confirmed in August.**

**CARRIED**

### **13.AR/P/VP Communication**

13.1 Responses to roll call at May AR/P/VP virtual meeting: Board directors will continue to communicate through board liaison messaging sent out via email. Consideration will be given to having directors pair up to host zoom calls with their appointed AR's.

13.2 Conversation Café notes: It was noted that these notes have been shared with the future volunteer conference ad hoc committee.

**14. Board Liaison:** Communication will be sent out in advance of the Minute Approval Meeting for Board Directors to distribute after that meeting.

**15. Board Correspondence-** Erica reported that she has been contacted by Junior Farmers of Ontario to discuss ways to work together.

**16. Review of Action Items** - Laurie reviewed the Action Sheet.

### **17. Setting of Agenda Items for Next Meeting**

#### **18. Dates & Times for Upcoming Board of Directors Meeting**

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

### **19. Adjournment**

**Motion to adjourn at 3:30 pm**

## **Initial discussion on draft 2024 Board Goals**

### **Directing**

- Continue communication with foundation, council and sponsorship
- Enhancing provincial and local association relationship part in this
- Refresh Mission, vision, values
- Oversee evolution /progression of milestones of strat plan
- Implementation of strat plan
- Succession Planning – Executive, Board Development
- Succession Planning/Mentoring AR's sharing of knowledge of board roles (when to do certain things or information on topics (ie. Finance)
- Talking to newcomers of what we do and share
- Communication with local area- what we do, what do we offer (skills, values)

### **Protecting**

- Continue to monitor finance
- Investment strategy complete