
BOARD OF DIRECTORS MEETING

Tuesday, September 24, 2024

SCSV 3rd Floor Boardroom

Present:

Jessica Dorval
Andrew Gaucher
Ivy Armstrong
Penny Babbings
Karlee Schulzke
Madasan Yates
Karianne Morin
Janine Baumann, Executive Director

Minutes: Martha Hollinger, Executive Assistant

Regrets:

Siobhan Morgan
Sara Alonso
Anna Singer

Absent:

Quorum achieved

1. Call to order and Land Acknowledgement

Chair called the meeting to order at 4:31 pm and acknowledged that we are on Treaty 6 Territory and the Homeland of the Metis.

2. Conflict of Interest

Chair asked if there were any conflicts of interest to be declared based on identified agenda items. None identified.

3-6. Approval of the Consent Items on the Agenda

Highlights from Item 5, the Executive Director's report:

- Executive Assistant Martha Hollinger is retiring October 31.
- FSS applied for two RFPs and have just found out that we were successful with one. It's a joint initiative with Family Service Regina on Preventing Family Violence and will give each organization \$550,000 over two years.
- We also found out we were not successful on the second, which focused on Healthy Relationships for youth.

- We have \$39,000 confirmed in sponsorships and donations for the 2025 Radiothon. Most are for sponsoring Power Hours at \$5000.

Item 6, Chair's Report, was presented verbally.

- New member orientation was held on September 19, 2024, it went very well.
- We've had two board resignations: Chidozie (David) Nwosu; and Siobhan Morgan, who is moving out of the province.
- We need to try to recruit for replacements, particularly someone with an accounting/finance background. The positions can be filled immediately as they are vacant positions; no need to wait for next year's AGM.

Motion 2024-09-24: That the consent items 3 through 6 on the Agenda for the Board Meeting be accepted as presented. These include: Agenda, Minutes of May 28/24 and June 25/24, ED Report and Executive Limitations, and Chair's Report.

Moved: I. Armstrong

Seconded: J. Dorval

Carried

Discussion Items:

7. Appointment of Committee Members:

- a) **BMRC** – P. Babbings (Chair); I. Armstrong
 - b) **Finance** – We need to replace the Treasurer, as S. Morgan is leaving the board. K. Morin and A. Gaucher will sit on the committee. A. Singer and/or S. Alonso will also be approached.
 - c) **Governance** – I. Armstrong will remain as chair; K. Schulzke and M. Yates will join the committee. A. Singer will also be approached.
 - d) **Nominations** – J. Dorval will remain as chair; K. Schulzke will join. S. Alonso, who sat on the committee last year, will be approached.
 - e) **Village Board** – A. Gaucher will continue to represent FSS on the Village Board.
- I. Armstrong asked to be sent information about the board that could be passed along to a potential candidate.
 - We will post to social media for the Treasurer position.
 - J. Baumann will reach out to "Board Be", a group which connects women with boards.

- It's possible S. Morgan may be available for a few more months until we can replace the Treasurer; Chair will discuss with her.
- For the moment, the Chair will be cc'd on financial communications.

8. Declarations, Policy G-1 and G-14.1

Forms were circulated to members at the meeting for reading and signature. Other members need to send their signed forms to J. Baumann as soon as possible.

9. Audit and Finance Committee

- a) Review of the quarterly statements for April 1 to June 30, 2024

Motion 2024-09-24: To approve the quarterly financial statements for April 1 to June 30, 2024, as presented.

Moved: A. Gaucher

Seconded: K. Schulzke

Carried

- b) Budget

i) Revised budget included in the board package due to receiving additional funding (from Government of Canada – PHAC).

iii) Another revised budget to include the funds for the Family Violence Prevention program will be submitted for the next board meeting.

Motion 2024-09-24: To approve the amended budget as presented.

Moved: I. Armstrong

Seconded: K. Morin

Carried

10. Fundraising

a) We have \$39,000 in support for the Radiothon. We are still looking for a major sponsor. Board members are asked to reach out to potential sponsors or provide names of potential sponsors to Executive Director.

b) Trucktastic Children's Expo was successful, although attendance was down a bit. We netted ~\$16,000.

c) The 50-50 Raffle is on now, please buy tickets and share the event on socials or via email. The link for tickets is

<https://www.rafflebox.ca/raffle/fss>.

11. Other Business and Information Items

a) Accreditation

i) The board interviews will take place Wednesday, October 23 at 5:00. The October board meeting has been moved to that date. We will start the board meeting at 4:30 as usual, interrupt it for the interviews, then return to the meeting as needed. As the accreditors are using the 3rd floor board room, another location for the board meeting will be arranged.

b) Strategic Planning – will be held Saturday, November 16, from 9:00 to about 4:00. Board Members will be interviewed by Open Circle Consulting (Vince and/or Brooke) ahead of the Strategic Planning Session.

c) Website Portal – Working on finalizing a portal on the website where documents can be uploaded so Board Members have access to meeting materials via the FSS website.

d) J. Dorval asked if we could post the board member application form on the website, so it is always accessible to potential new members.

12. *In Camera* discussion – entered into *in camera* at 5:38 pm.

Motion made regarding compensation – A. Gaucher / I. Armstrong. Carried
Motion made regarding compensation – K. Schulzke / J. Dorval. Carried

Adjournment: Meeting adjourned at 6:02 pm

ACTION ITEMS:

- Board members need to return their **signed declarations** to J. Baumann as soon as possible.
- I. Amstrong to be sent **information about the board** that could be passed along to a potential candidate.
- Treasurer position to be posted to **social media**.
- J. Baumann to reach out to **Board Be** regarding potential board members.
- P. Babbings to **discuss with S. Morgan extending her tenure as treasurer** for a bit longer until a replacement can be found.
- Amended budget to be drafted for next board meeting

Next Meeting:

Wednesday, October 23, 2024

Beginning at 4:30 pm – Family Service Saskatoon

Accreditation Interviews at 5:00 pm – 3rd Floor Boardroom

Saskatoon Community Service Village