

fmi igf Board of Directors Meeting
March 30, 2020
11:00 am (EST)
FINAL MINUTES

DISCUSSION	ACTION ITEMS
<p>Attendance: Derek Cockburn (<i>President</i>), Dan Maloley, Linda Dow, Gary Wuschnakowski, Barb Kelly, and Athena Dinos (at 11:30) Regrets: none Recording Secretary: Danielle Belair Guest: Alain Seguin, Interim CEO</p>	
<p>1. Agenda & Verification of Qurum</p> <ul style="list-style-type: none"> ➤ Quorum was achieved 	
<p>2. Approval of Minutes</p> <p><u>MOTION:</u> <i>That the Minutes of the Board Meeting held on January 13, 2020, be approved</i></p> <ul style="list-style-type: none"> ➤ Moved by Linda, seconded by Barb. Motion Carried 	<p>Derek to email draft minutes to the Board by March 31st</p>
<p>3. Review of Action Items</p> <ul style="list-style-type: none"> ➤ Reviewed items and three are still in progress 	<p>Derek to email updated Action Items to Board by March 31st</p>
<p>4. Election Process & Governance Review</p> <ul style="list-style-type: none"> ➤ Call for interest closed – no new nominations ➤ Valmond (East) and Jeanette (West) have volunteered to assist with the GNC ➤ Watson to draft proposed bylaw changes ➤ Watson to draft process for election to be held on June 8th 	<p>Athena to provide Board with proposed bylaw changes by April 10th</p> <p>Athena to provide Board with proposed election process by April 17th</p>

<p>5. Policies</p> <ul style="list-style-type: none"> ➤ Policies have all been posted to the website ➤ Next policies to be reviewed by FAC include alcohol, travel, gifts/hospitality and recognition 	<p>FAC to review policies at May 7th meeting and report back to Board on May 14th</p>
<p>6. Audit Controls / Recommendations</p> <ul style="list-style-type: none"> ➤ The FAC and National Office have implemented 7 of the 9 auditor findings, and last two items are scheduled to be completed by December 31st 	<p>FAC to report back to the Board on the status of the auditor control recommendations in January 2021</p>
<p>7. CEO Update</p> <ul style="list-style-type: none"> ➤ Annual Report: the 2018/19 annual report was posted to the fmi website today ➤ Forensic Audit: KPMG's draft report is due by end of March ➤ PSMW Halifax: postponed to May 17-18, 2021 ➤ PD Week 2020: May 29th is the drop dead date to determine whether or not to postpone PD Week ➤ Registration System: MPower is drafting a feasibility study which will feed into the development of a revised business case (need to distinguish Members from Delegates) ➤ Website: the website will be transitioned to a new server on April 6th ➤ N.O. Update: staff are working from home and hosting weekly conference calls to keep everyone up to date 	<p>Alain to email the 2018/19 annual report to the Board <u>and</u> CAC by April 3rd</p> <p>Alain to email KPMG draft forensic report to the President and Treasurer by April 3rd</p> <p>Danielle to send out a meeting invite to the Board, PD Week Chairs and appropriate National Office staff for a PD Week 2020 planning session on May 21st from 11:15 am to 12:30 (ET)</p> <p>Board to review refreshed website and provide any feedback to Alain by April 17th</p>

<p>8. Other Business</p> <ul style="list-style-type: none"> ➤ Gary reported that Allan English (Nfld) has joined the FAC, and that we still need a new Central representative ➤ With all the meeting cancellations due to Covid-19, we need to reach out to our key stakeholders (Board, N.O. staff, CAC, PD Week Chairs, few Department CFOs) to get their thoughts on the future direction of fmi to be used as input to our strategic planning session. Alain has already met with some of the larger departments. 	<p>Athena/Derek to share a draft survey with the Board and Alain by April 6th</p> <p>Athena to discuss with Watson options for issuing a confidential survey and report back to the Board by April 10th</p>
<ul style="list-style-type: none"> ➤ Closing Remarks ➤ The following meetings will be held (all times ET): <ul style="list-style-type: none"> ○ April 21st – bylaw review & election process (10 to 1) ○ April 21st – strategic planning (2 to 5) ○ April 22 – strategic planning (10 to 5) ○ May 14th – Board Budget meeting (11 – 12:30) ○ May 21st – PD Week planning meeting (11:15 to 12:30) ➤ The Board meeting concluded at 12:20 (EST). 	<p>Alain to investigate options to host a video conference for the April 21/22 meetings by April 3rd</p> <p>Danielle to send out meeting invites with revised meeting topics and times by April 3rd</p>
<p>9. In Camera</p> <ul style="list-style-type: none"> ➤ Danielle left the conference call then discussions were held from 12:21 to 1:22pm 	