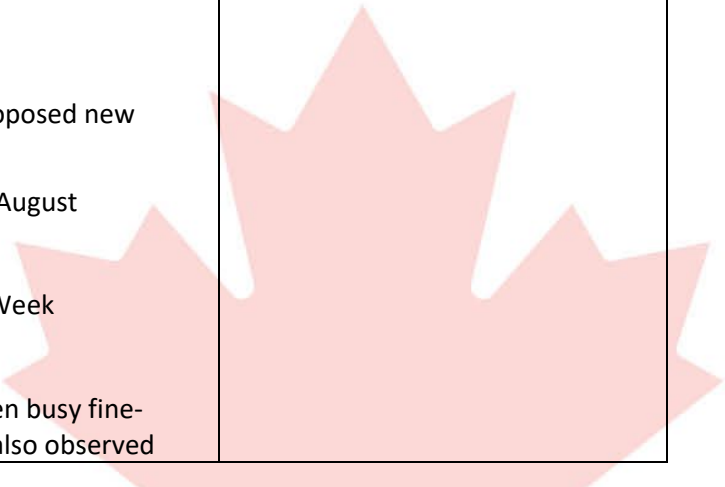


**fmi igf Board of Directors Meeting**  
**May 22, 2020**  
**11:15 am (ET)**  
**FINAL MINUTES**

DISCUSSION	ACTION ITEMS
<p><b>Attendance:</b> Derek Cockburn (<i>President</i>), Dan Maloley, Gary Wuschnakowski, Barb Kelly, and Athena Dinos  <b>Regrets:</b> Linda Dow  <b>Recording Secretary:</b> none  <b>Guest:</b> Alain Seguin, Interim CEO, Daniel V. and Nicole Z. (PD Week)</p>	
<p><b>1. Agenda &amp; Verification of Qurum</b></p> <ul style="list-style-type: none"> <li>➤ Quorum was achieved</li> </ul>	
<p><b>2. Approval of Minutes</b></p> <p><b><u>MOTION:</u></b>  <i>That the Minutes of the Board Meeting held on May 15, 2020, be approved</i></p> <ul style="list-style-type: none"> <li>➤ Moved by Athena, seconded by Barb. Motion Carried</li> </ul>	<p><b>Derek</b> to email draft minutes to the Board by <b>May 31<sup>st</sup></b></p>
<p><b>3. Review of Action Items</b></p> <ul style="list-style-type: none"> <li>➤ Reviewed items and <b>16</b> are still in progress</li> </ul>	<p><b>Derek</b> to email updated Action Items to Board by <b>May 31<sup>st</sup></b></p>
<p><b>4. PD Week Planning</b></p> <ul style="list-style-type: none"> <li>➤ Alain, Daniel and Nicole gave a presentation on proposed new Product Offerings: <ul style="list-style-type: none"> <li>○ More details to be provided by the end of August</li> </ul> </li> <li>➤ These new products are <b>not</b> meant to replace PD Week</li> <li>➤ Daniel noted that the PD Week Committee has been busy fine-tuning themes and speakers. The Committee has also observed</li> </ul>	

DISCUSSION	ACTION ITEMS
<p>that many other conferences that were planned for the Ottawa region have been cancelled.</p> <ul style="list-style-type: none"> <li>➤ Questions from the Board: <ul style="list-style-type: none"> <li>○ The Board had questions about stakeholder and Chapter input as well as details about the new product offerings. An update will be provided to the Board at the July 9th meeting.</li> </ul> </li> <li>➤ 12:23 – Daniel and Nicole left the meeting</li> </ul> <p><b><i>MOTIONS:</i></b></p> <p><i>The Board approves the cancellation of the Hilton Lac Leamy contract related to the November 2020 PD Week event</i></p> <ul style="list-style-type: none"> <li>➤ Moved by Athena, seconded by Barb. Motion Carried</li> </ul> <p><i>The Board approves the development of two new product offerings as presented, subject to regular updates to the Board</i></p> <ul style="list-style-type: none"> <li>➤ Moved by Athena, seconded by Dan. Motion Carried</li> </ul>	<p><b>Alain</b> to connect with staff from Gary’s office regarding tools available to support the virtual speaker series by <b>June 30<sup>th</sup></b></p> <p><b>Alain</b> to provide the Board with the financial projections (both will generate net new revenue) to support these two proposed product offerings by <b>June 30<sup>th</sup></b></p> <p><b>Alain</b> to provide the Board with a further Product Offerings update at the Board meeting on <b>July 9<sup>th</sup></b></p> <p><b>Alain</b> to provide the Board with revised PD Week messaging at the Board meeting on <b>May 28<sup>th</sup></b></p> <p><b>Board</b> and <b>Alain</b> to review the Chapter Affiliation Agreement to ensure that the proposed product offerings approach is in compliance by <b>June 30<sup>th</sup></b></p>

DISCUSSION	ACTION ITEMS
<p><b>5. Other Business</b></p> <ul style="list-style-type: none"> <li>➤ B/F to May 28<sup>th</sup> meeting</li> </ul>	<p><b>Frank</b> to book a Board meeting for Thursday, May 28<sup>th</sup> from Noon to 1:30 (ET)</p>
<ul style="list-style-type: none"> <li>➤ <b>Closing Remarks</b></li> <li>➤ The next meeting is scheduled for <b>Thursday, May 28<sup>th</sup></b>. The <b>focus will be on:</b> <ul style="list-style-type: none"> <li>○ PD Week Communications</li> <li>○ Strategic Plan</li> <li>○ Summary of IOG Action Items</li> <li>○ Board Communications</li> <li>○ New Board Meeting agenda format</li> </ul> </li> <li>➤ The Board meeting concluded at 1:10 (EST).</li> </ul>	
<p><b>6. In Camera</b></p>	