

**fmi igf Board of Directors Meeting**  
**July 28, 2020**  
**11 am (ET)**  
**APPROVED MINUTES**

DISCUSSION	ACTION ITEMS
<p><b>Attendance:</b> Derek Cockburn (<i>President</i>), Dan Maloley, Linda Dow, Gary Wuschnakowski, Barb Kelly, and Athena Dinos (at Noon)  <b>Regrets:</b> Sherry Sharpe  <b>Recording Secretary:</b> None  <b>Guest:</b> Alain Seguin, Interim CEO</p>	
<p><b>1. Agenda &amp; Verification of Qurum</b></p> <p>Quorum was achieved</p>	
<p><b>2. Approval of Minutes</b></p> <p><b><i>MOTION:</i></b>  <i>That the Minutes of the Board Meeting held on July 9, 2020, be approved</i></p> <p>➤ Moved by Barb, seconded by Gary. Motion Carried</p>	<p><b>Derek</b> to email draft minutes to the Board by <b>July 31<sup>st</sup></b></p>
<p><b>3. Review of Action Items</b></p> <p>Reviewed items and <b>10</b> are still in progress</p>	<p><b>Derek</b> to email updated Action Items to Board by <b>July 31<sup>st</sup></b></p>



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<p><b>4. Policy Review</b></p> <p>Reviewed the following policies:</p> <ul style="list-style-type: none"> <li>➤ Recognition</li> <li>➤ Chapter Relations</li> <li>➤ Terms of Reference – Board of Directors</li> <li>➤ Ethics and Conduct</li> <li>➤ Retention</li> <li>➤ Board Drop Box Protocol</li> <li>➤ Respectful Workplace</li> </ul>	<p><b>Alain</b> to connect with HR Consultant (Sherpa) and have them review the Board’s Ethics and Respectful Workplace to ensure they are in line with the existing Employee Handbook and report back to the GNC by <b>August 31<sup>st</sup></b></p> <p><b>Alain</b> to review the security features related to the Board Drop Box and report back to Gary by <b>October 31<sup>st</sup></b></p> <p><b>Barb</b> to incorporate the feedback and provide revised copies to the Board by <b>August 31<sup>st</sup></b></p>
<p><b>5. Other Business</b></p> <p>Alain mentioned that the hotel in Halifax is trying to get fmi to guarantee hotel rooms for PSMW in May 2021. Due to the low risk involved Alain recommends that we defer this decision until a later date.</p> <p><b><u>MOTION:</u></b></p> <p><i>The Board approves the proposal to postpone committing to block booking hotel rooms in Halifax for PSMW until later in the year.</i></p> <ul style="list-style-type: none"> <li>➤ Moved by Gary, seconded by Athena. Motion Carried</li> </ul> <p>Derek discussed the virtual AGA conference that was attended last week by Derek, Alain and National Office staff.</p> <p>Derek discussed the Chair Suite pilot program offered by Watson, whereby they have facilitated discussions between their NFP clients to discuss how they are surviving in the new normal.</p>	<p><b>Alain</b> to forward his response to the 2019 AGM attendees regarding the Forensic Audit results to the Board by <b>July 31<sup>st</sup></b></p> <p><b>Alain</b> to report back to the Board regarding the need to block book hotel rooms in Halifax for PSMW by <b>October 31<sup>st</sup></b></p> <p><b>Barb</b> to send membership renewal email to Frank to be translated and sent out by National Office to all members by <b>August 7<sup>th</sup></b></p> <p><b>Derek</b> to send summary of CEO Exit Interview with Alain to the Board by <b>July 31<sup>st</sup></b></p> <p><b>Derek</b> to connect with the AGA to obtain feedback on the results of the PDT conference by <b>August 31<sup>st</sup></b></p>

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<p><b>6. Closing Remarks</b></p> <ul style="list-style-type: none"><li>➤ The next meeting is scheduled for <b>Thursday, August 13th</b>. The <b>focus</b> will be on:<ul style="list-style-type: none"><li>○ Preparing for a Virtual AGM (GNC)</li></ul></li><li>➤ The Board meeting concluded at 12:40 (ET).</li></ul>	<p><b>Alain</b> to request Frank's attendance at the AGM preparatory meeting by <b>July 31<sup>st</sup></b></p>
<p><b>7. In Camera</b></p>	