

fmi igf Board of Directors Meeting
October 6, 2021, 11 am (ET)
Approved MINUTES

DISCUSSION	ACTION ITEMS
<p>Attendance: Derek Cockburn (<i>Chair</i>), Dan Maloley, Sherry Sharpe, Gary Wuschnakowski, Barb Kelly, Jeanette Stead and Valeri Perry Regrets: NIL Guests: Marty Muldoon (CEO), Gary Timmons (Timmons Dykstra) & Andrew Newman (KPMG) Recording Secretary: Danielle Belair</p>	
<p>1. Agenda & Verification of Quorum</p> <p>Quorum was achieved</p>	
<p>2. Audit Results</p> <ul style="list-style-type: none"> ➤ All control issues identified in last year’s audit observations have been resolved. ➤ KPMG delivered a clean unqualified audit opinion on FMI’s June 30, 2021 financial statements. ➤ Andrew provide his perspective on the importance of NPOs maintaining a reasonable positive net asset position in order to ensure sustainability of operations, contingency items and strategic plans. <p><u>MOTION:</u> <i>Based on the recommendation from the FAC, the Board approves the June 30, 2021 financial statements and audit results as presented by KPMG.</i></p> <ul style="list-style-type: none"> ➤ Moved by Gary, seconded by Sherry. Motion Carried 	
<p>3. Approval of Minutes</p> <p><u>MOTION:</u> <i>That the Minutes of the Board Meeting held on September 9, 2021, be approved.</i></p> <ul style="list-style-type: none"> ➤ Moved by Val, seconded by Barb. Motion Carried 	<p>Derek to email draft minutes to the Board by October 31st</p>

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<p>4. Review of Action Items</p> <p>Reviewed items and four (4) are still in progress.</p>	<p>Derek to email updated Action Items to Board by October 31st</p>
<p>5. CEO Update</p> <p>PD Week 2021 Update: The program is now 100% complete. As of today, we have hit the \$1.96M sales mark.</p> <p>PSMW2022 Update: the PSMW Committee has been holding regular planning meetings and will be providing National Office with event promotional materials to be showcased as part of PD Week.</p> <p>MPower Implementation Update: The new CRM Platform is working well. Edmonton Chapter is ready to use the system for a second event. St. John’s Chapter posted an event and received 84 registrations on the first day. Other chapters are now in the process of using the system. National is preparing a “Event Planning” checklist to assist the chapters.</p> <p>AGM Update: An AGM dry run has been scheduled for October 20th at 2 pm (ET).</p> <p>Annual Report Update: Marty shared the draft annual report (in English and French) with the Board in advance for review.</p> <p><i>MOTION:</i></p> <p><i>The Board approves the 2020/21 Annual report as presented.</i></p> <p>➤ Moved by Sherry, seconded by Valeri. Motion Carried</p>	

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<p>6. CAC Update</p> <p>Valeri provided an update from the September 13 CAC meeting:</p> <ul style="list-style-type: none"> ➤ Terms of Reference – the only guidance from the Board is that there should only be one vote per chapter. ➤ Chapter Affiliation Agreement – the agreement review will be revised to occur every two years. This will be linked into the Governance Review project underway led by FAC. ➤ Charity Village Online Governance Course – National Office will subsidize up to two senior representatives from each chapter (\$99/person or \$80 for 12 or more registrants). The Universite de Laval has an in-person french version available for \$500/person. 	<p>Valeri to reach out to Adam and work with Barb to prepare a final draft of the CAC ToR to be presented to the Board on November 18th</p> <p>Dan to research if there is a french online equivalent version of the Charity Village course. Dan to also reach out to the Montreal Chapter President and report back to the Board on November 18th.</p>
<p>7. Other Business</p> <ul style="list-style-type: none"> ➤ National Board Evaluations – this will be a key focus of the November 18th Board meeting. ➤ Chair Message – Derek has drafted his bi-annual member communications. ➤ Board Nominations – The National Board nomination period closes on October 21st. The list of proposed Board members will be announced on November 5th. 	<p>Barb to distribute the Board Evaluation forms and process description to the Board members and the CEO by October 15th. The Board and CEO to complete their evaluations and return them to Barb by November 1st.</p> <p>Marty to include the Chair Message with the AGM announcement email on October 21st</p> <p>Barb to submit nominee bios to Danielle/Marty for translation as soon as nominations are received.</p>

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<p>8. Closing Remarks</p> <p>The next meetings will be on:</p> <ul style="list-style-type: none"> ➤ November 18th. Last <u>OLD</u> Board Focus on: <ul style="list-style-type: none"> ○ AGM Finalization ○ CEO & Board Evaluations ➤ December 9th. First <u>NEW</u> Board Focus on <ul style="list-style-type: none"> ○ Board Orientation ○ Year at a Glance <p>The Board meeting concluded at 12:28 pm (ET).</p>	
<p>9. In Camera</p>	