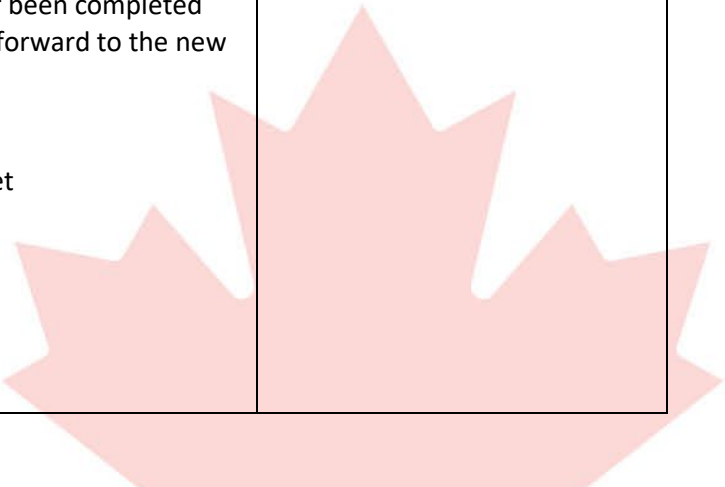


**fmi igf Board of Directors Meeting
November 18, 2021, 11 am (ET)
MINUTES APPROVED**

DISCUSSION	ACTION ITEMS
<p>Attendance: Derek Cockburn (<i>Chair</i>), Dan Maloley, Gary Wuschnakowski, Barb Kelly, Jeanette Stead and Valeri Perry Regrets: Sherry Sharpe Guests: Marty Muldoon (CEO) Recording Secretary: Brigitte Svarich</p>	
<p>1. Agenda & Verification of Qurum</p> <p>Quorum was achieved. Welcomed Brigitte to FMI</p>	
<p>2. Approval of Minutes</p> <p><i>MOTION:</i> <i>That the Minutes of the Board Meeting held on October 6, 2021, be approved.</i></p> <p>➤ Moved by Jeanette, seconded by Valeri. Motion Carried</p>	<p>Derek to email draft minutes to the Board by November 21st</p>
<p>3. Review of Action Items</p> <p>Reviewed items and three (3) are still in progress.</p>	<p>Derek to email updated Action Items to Board by November 21st</p>
<p>4. Standing Topics</p> <p>Strategic Plan: the majority of the strategies have either been completed or are well under way. A few strategies will be brought forward to the new year strategic planning session in February 2022.</p> <p>Financial Analysis: a few highlights:</p> <ul style="list-style-type: none"> ➤ Current year expenditures tracking below budget ➤ Current year revenue tracking above budget ➤ PD Week projecting a surplus of \$1.5M+ ➤ PWMW 2022 in Halifax projecting a deficit 	

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<p>5. CEO Update</p> <p>PD Week 2021 Update: a few highlights:</p> <ul style="list-style-type: none"> ➤ Over 80 presenters ➤ Over \$162K in sponsorship revenue ➤ Over 4,000 individual registrants (over 13,000 learning days) <p>AGM Update: as of today 67 registrants. Board to log onto AGM by 3:30, membership to join in at 4pm.</p> <p>PSMW2022 Update: the PD Week Exhibitor’s Hall includes a booth with information and a registration link for PSMW. PSMW meetings include:</p> <ul style="list-style-type: none"> ➤ Saturday, June 4th afternoon (Board) ➤ Sunday, June 5th morning (RDs and Chapter Presidents) ➤ Sunday, June 5th afternoon (Board and CAC) 	<p>Marty to resend the final version of the AGM slide deck to the Board by November 19th.</p>
<p>6. CAC Update</p> <p>Terms of Reference – the ToR still needs one more round of reviews.</p> <p>Charity Village Online Governance Course – both the English and the French course offerings cover very similar content.</p> <p><u>MOTION:</u></p> <p><i>The Board approves funding Chapter Presidents and Chairs to attend either the English (Charity Village) or French (Universite de Laval) governance course once during their term as President.</i></p> <ul style="list-style-type: none"> ➤ Moved by Dan, seconded by Barb. Motion Carried 	<p>Valeri to reach out to Adam to present the draft CAC ToR at the January 11th CAC meeting and report back to the Board at the meeting in February 2022.</p>

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<p>7. FAC Update</p> <ul style="list-style-type: none"> ➤ Rodney Chase and Meghan Gaudet have joined the FAC as the new co-representatives for the Eastern region. <p>Travel Policy: minor administrative changes only.</p> <p><i>MOTION:</i> <i>The Board approves the Travel Policy as presented by the FAC.</i></p> <ul style="list-style-type: none"> ➤ Moved by Gary, seconded by Barb. Motion Carried <p>Risk Register: the FAC will review the Risk Register quarterly and bring it forward to the Board annually for approval.</p> <p><i>MOTION:</i> <i>The Board approves the Risk Register as presented by the FAC as an evergreen document.</i></p> <ul style="list-style-type: none"> ➤ Moved by Gary, seconded by Barb. Motion Carried 	<p>Gary to provide a clean copy of the Travel policy to Brigitte by November 21th for translation and posting to the fmi website</p> <p>The Board to provide Gary with feedback on the Risk Register by December 31st</p>
<p>8. Other Business</p> <ul style="list-style-type: none"> ➤ Membership Email Blast – Valeri noted that the “designation” field is a mandatory field – members without a designation cannot move forward in the registration process ➤ Chapter Development Fund – Valeri asked whether there would be a CDF payout to the Chapters this fiscal. It is included in the current year budget, subject to Chapters remaining active and submitting their financial statements to National Office. ➤ Board Recognition – Derek thanked the Board for their dedication for the past year and presented a small token of appreciation ➤ 1st Meeting of the New Board – Derek proposed December 13th from 11 am t 1 pm (ET) for the first new Board meeting ➤ Strategic Planning Session – Derek proposed February 17th-18th for the strategic planning session. ➤ Farewell – The Board thanked Barb for her many years supporting fmi both at the local and National Board levels 	<p>Marty to connect with the MPower programmer to add some narrative to the “designation” field in the system for membership registration by November 19th</p> <p>Marty to work out final dates and schedule the Strategic Planning Session by December 9th</p> <p>Gary to work with National Office to determine which Chapters are eligible for their Chapter Development Fund payout by December 31st</p>

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	<p>Marty to schedule the first new Board meeting (Dec 13th, 11-1 ET) by November 26th following the election at the AGM on November 22, 2021</p>
<p>9. Closing Remarks</p> <p>The next meeting will be on:</p> <ul style="list-style-type: none"> ➤ December 13th. First <u>NEW</u> Board Initial Focus: <ul style="list-style-type: none"> ○ Board Orientation ○ Letters of Expectation ○ Year at a Glance <p>The Board meeting concluded at 1:10pm (ET).</p>	
<p>10. In Camera</p>	