

<b>Attendees</b>		
<i>Chair</i>	<i>Derek Cockburn</i>	<i>regrets</i>
<i>Vice Chair</i>	<i>Gary Wuschnakowski</i>	
<i>Secretary Treasurer</i>	<i>Sherry Sharpe</i>	
<i>Eastern Regional Director</i>	<i>Valeri Perry</i>	
<i>Western Regional Director</i>	<i>Jeanette Stead</i>	
<i>Central Regional Director</i>	<i>Dan Maloley</i>	
<i>Governance Director</i>	<i>Athena Dinos</i>	<i>Partial attendance</i>
<i>CEO, FMI</i>	<i>Marty Muldoon</i>	
<i>Recording Secretary</i>	<i>Brigitte Svarich</i>	
<p><b>1. Agenda &amp; Verification of Quorum (M)</b></p> <p><b>Motion</b> to approve agenda and begin meeting, quorum reached</p> <p>Moved: Gary Seconded: Valeri <b>Carried</b></p>		
<p><b>2. Approval of Minutes: March 23, 2022 (M)</b></p> <p><b>Motion</b> That the Minutes of the Board Meeting held on March 23, 2022 be approved.</p> <p>Moved: Gary Seconded: Jeanette <b>Carried</b></p>		
<p><b>3. Action Items (I)</b></p> <p>All action items are progressing well and deliverable dates are based on the estimated timeframe established in the Strategic Plan.</p> <p><b>Action:</b> Marty will review deliverable dates and adjust according to current timeline estimates.</p>		
<p><b>4. FAC Update</b></p> <p><b>Gifts and Hospitality (replaces Alcohol Policy 2017)</b></p> <p>The FAC has reviewed the presented draft of the Gifts and Hospitality policy. The main change in the revision is to remove the policy language outlining how to self-administer a hospitality suite with alcohol provision and shift responsibility for alcohol (when served) to the venue rather than FMI staff or volunteers. Relying on licensed and insured venue staff was viewed as a key measure in managing liability risk to FMI staff and volunteers. The Board agreed there was a business case for having a hospitality suite accessible during FMI events where meetings and conversations could take place with the Board of Directors, Chapter Presidents and other VIP sponsors and stakeholders.</p> <p><b>Action:</b> Carry item to next Board meeting (June 4<sup>th</sup>), for further discussion around how best to operate hospitality suite provision and if this space even needs to include alcohol depending on setup and cost considerations.</p> <p><b>FMI National: Financial Policies and Procedures Update</b></p> <p>As discussed at the FAC meeting in May, FMI management will continue to streamline financials practices in two phases. Phase one involves clarifying the authority matrix presented for Board approval at this meeting. Changes to the authority matrix include basic updates to language (title changes) and the addition of a Director column to allow FMI National Staff Directors to approve planned contracts and expenditures within their established and approved budgets for projects and events. Phase two will continue down the road and develop a policies and practices document in line with authority matrix; updating the matrix if necessary. Efforts will be made to include technology and effective tools in the day to day operations and accounts management.</p> <p><b>Motion</b> to approve two phase approach to updating Financial Management within FMI National Office</p> <p><b>Motion</b> to approve updates to the Delegation of Authority Matrix as outlined.</p> <p><b>Moved:</b> Sherry <b>Seconded:</b> Gary <b>Carried</b></p>		

**5. CAC Update**

**TORs and PSMW Meeting Plan:** TORs for Subcommittees have been developed and endorsed at CAC meeting. Initial meetings for each subcommittee are being scheduled in advance of PSMW event in Halifax.

**Chapter Affiliation Agreement Draft: Side by Side**

The side by side document was presented for Board of Director initial consideration. The document is intended to start the conversation at the initial Subcommittee meeting around the Chapter Affiliation Agreement. The desire to have the final document reflect key items with linkages back to policies established and updated by FMI National.

The importance of having an established process when Chapters transition to a new Presidents was raised.

**Action:** FMI National, under direction of the Governance Chair, to create an internal transition process for new Chapter Presidents (led by the Regional Director)

**Action:** Board of Directors to review document in detail and submit comments/questions/feedback to Gary as soon as possible, so it can be used as the basis for the work of the Subcommittee.

**6. National Office Options**

The Board of Directors was provided with a detailed document outlining options for FMI National Office operations including physical space, full remote, and hybrid/hotel space arrangements.

**Motion** to approve that FMI National terminate its fixed office arrangement and move to a full remote work employee model as proposed

**Moved:** Gary **Seconded:** Athena **Carried**

**7. CEO Update**

**PDWeek Update:** For PDW22 FMI National office proposed retaining the President's Reception, and adding daily networking receptions in lieu of one larger gala-style celebration on Friday evening which offered little measurable business value for the cost associated with the gala. The Board discussed drivers for the decision including target attendance, high cost, welcoming atmosphere and culture around the gala. It was determined more information was needed to make a final decision.

**Action:** PDWeek gala will be added to the agenda for the June Board meeting for further discussion. Efforts will be made to gather attendance data from 2019 PDweek acknowledging the data would likely be difficult given staff turnover.

**8. GNC Update- Board interim evaluations & CEO interim evaluations**

The initial evaluation has been sent via Google forms by Athena. The second (self evaluation) will be sent shortly. Athena will collect data and report at June BOD meeting in Halifax.

**9. Closing Remarks:** The Board of Directors is looking forward to meeting in person in June.

**10. IN CAMERA** was held

**(M) Motion required (I) Information**