

May 28, 2018

Board Transition Meeting

Attending: Jen, Rebecca, Cristina, Zoe, Natalia, Alex F, Sarah Jane, Erica (skype), Carmella

Check ins

Please see Board Transition document

https://docs.google.com/document/d/1bDhYnF2S-tuz_kFDOOrAvK4-cR0gJ4IR1v3SueR-Igs/edit?usp=sharing

Jen runs through important parts

-documents to read through

-board member positions – chair, secretary, treasurer, external communication coordinator, King's community representative (Bayleigh), Staff/Board Liaison (Frank)

-3 committees – Board Governance, Finance, HR

Folks interested in positions:

Treasurer – Alex F?

Secretary – ?

External communications coordinator – Erica?

Chair – Sarah Jane ?

Board meeting frequency, etc

Sarah Jane will set next meeting for new board

holding hours – needed for June 14 & 15

being present in the centre, so it can be open

have knowledge of Halifax

folks can come in to get supplies or resources

this time of year it's mostly answering the phone and giving folks resources (condoms, pregnancy tests)

If anyone is available to do active listening or childcare Sunday the 3rd in the afternoon

Rebecca's last day is June 15th,

we need to hire!

Jude created a great transition doc that Rebecca will update for the new person

Jen thinks the Board can make a statement to set expectations that the position will most likely not be filled by June 18th so centre will be running at lower capacity

Also important that Carmella not do 2 jobs, fill in for Rebecca and double workload

Hiring committee – need someone from the DSU

3 training sessions need to be setup

-history/herstory/theirstory - Carmella

-anti-o training – external facilitator

-HR Training – folks from DSU/KSU usually

First meeting of Board Governance would be to setup those training sessions
Can we make a day of it?

Outgoing reports from last years board members – none have been sent yet

Finances – outgoing treasurers meet with new treasurer and Chantal
no budget passed at last AGM, good idea to have SGM ASAP (before August)

Joint Stocks – one of the things that needs to be done – sign up all board members, at next meeting
coordinate sending to people that aren't here
financials need to be submitted
need to be done when AGM happens (in April)

Bank account
chair and treasurers need to come, to get signed on
Jen has a list of things that needs to be changed

Name Change
Jen speaks to the forms that need to be filled out

Ratify society with DSU
need updated copy of the constitution – Jen will provide
bank statement – Carmella may have one

Voting items
update constitution – old board are non-voting members for last month of term
Zoe – makes point of order, she asserts to recognize the outgoing board as voting members for this
meeting
Jen rules in favour

Carmella has voting items
-pay facilitator - \$200 for workshop this weekend
Jen motions
Zoe seconds
motion passes

Carmella is going to a conference – a pleasure conference
registration fee has been covered
accommodation and travel fee need to be covered \$530 + \$300 + \$30
plus expenses

zoe motion to allocate \$900 to carmella for travel and accommodation expenses
Jen seconds
passes

Zoe motions to allocate \$150 for food, etc for Carmella's expenses
Jen seconds

motion passes

Lisa sent an email about being women's representative for another year

Need approval from South House

Jen motions to re-appoint Lisa for next term

Zoe seconds

motion passes

Board Governance committees

should new board should vote on them?

Pushed to end of the meeting

Jen runs through the timeline of important items and the rest of the board transition document

Board Governance

Jen runs through Board member responsibility leave of absence policy

motions to adopt policy

zoe seconds

motion passes

Cristina outlines new conflict and complaint resolution policy

Jen seconds

motion passes

cristina cannot find work balance policy!!!

Jen motions to adjourn

zoe seconds