



Greater Victoria Acting Together



GVAT Board of Directors Meeting February 3, 2022

In attendance: Brigitte Mackenzie, Amber McMillan, Susan Layng, Matthew Cook, Stephen Tyler (minutes)

Action followup/deadline:

- Stephen to chat with Ruthi re: membership approaches (done) Feb 4
- Matthew & nominations committee to deliver candidates for Board Feb 10
- Amber/Beatrice to load AGM materials on private page of GVAT website Feb 8
- Amber will set up Google forms for AGM votes with specific guidance from Brigitte Feb 10
- Amber/Beatrice to create slide deck for AGM with guidance from Brigitte Feb 15
- HR committee to meet with Beatrice before AGM (Brigitte) Feb 15
- Stephen to join Strat Hub Planning team until after AGM

Time	Agenda Item
12:00-12:05	Welcome Land Acknowledgement by Brigitte
12:05-12:06	Approval of Agenda and minutes of January 20th, 2022 Agenda approved (Amber / Stephen) Minutes approved (Stephen / Brigitte)
	1. Previous Business
12:07-12:40	<ul style="list-style-type: none"> a) Stephen confirmed that Chet was offered MEDICAL leave. b) Ruthi Wicks announced she would resign and not stand for re-election at the AGM. Brigitte has been trying to schedule an in-person meeting to follow up. The Board expressed that we maintain our relationship with Ruthi and CE-E. Stephen will be in touch with her on membership tomorrow and will convey our well wishes and respect her desire to meet in person. c) Nominations committee: Matthew/Ruby/Joyce have not yet surfaced any candidates. d) AGM planning: Annual Report will be circulated to Board today for review by tomorrow. AGM materials will be posted to a GVAT website page that is not visible or searchable but can be linked. Final financial reports and nominations bio forms will be provided to Amber early next week so that she can post for members.

	<p>e) Zoom will provide a roll call of participants but registration process will have to confirm who will exercise a member's single vote.</p> <p>f) Voting by Google form: specific Google form for each question allows voting members to record their name and organization and vote for each question. Amber to set up Google forms for voting.</p> <p>g) Amber and Beatrice will create a slide deck for presentation. Brigitte/Matthew to co-chair</p>
12:40-12:50	<p>2. Summer student grants re staff position: We have applied for a Canada Summer Jobs grant but will not find out what we received (if anything) until May. After discussion, it was agreed that</p> <p>Motion approved: the Board commits to supporting Beatrice in her position full-time until the end of May at a minimum (Stephen / Amber).</p> <p>HR committee will meet with Beatrice to advise her of the situation.</p>
12:50-13:00	<p>3.Update re: Admin overhaul; new GVAT website</p> <p>New website is live and will be updated regularly with modest revisions. Amber will recommend software to be preserved, and which we can get rid of. Nation Builder is very powerful, but also quite difficult to learn and manage, so probably will not be kept. Amber and Beatrice will stay on top of these issues for the time being but a longer-term organizational solution will be needed.</p>
	New Business
1:00 – 1:08	<p>4. Stephen presented Treasurer's report</p> <p>Motion approved: the Board of Directors hereby confirms that the Treasurer and Lead Organizer have full authorization to submit grant applications on behalf of the Greater Victoria Acting Together Society (Brigitte / Amber).</p> <p>On the issue of participation of member organizations at AGM whose 2021 dues are unpaid, Stephen suggested every effort should be made to reach out to the few organizations in question and to allow them to vote if they turn up at the AGM. Agreed.</p>
13:08 – 13:10	<p>5. New BOD representative on Strat Planning team (to replace Ruthi) – Stephen will do this until after the AGM when new Board members are in place.</p>
13:10	<p>6.Future Board meetings: available Board members will meet Feb 17 at the usual time. After the AGM we will consult with new members and consider potential evening meetings using a doodle poll.</p> <p>Meeting adjourned.</p>

Next meeting: February 17, 2022