



Greater Victoria Acting Together



GVAT Board of Directors Meeting

MINUTES – September 1, 2022

Participants: Stephen Tyler, Amber McMillan (minute taker) Brigitte McKenzie, Matthew Cook, Eric Doherty, Susan Layng

Guests: Jane Welton, Sister Joyce Harris

Regrets: Ruby Berry, Mike Glover

Follow-up:

1. Co-Chair GVAT Matthew will provide a great membership kit example with Eric as a guide
2. Co-Chair GVAT Matthew will approach Liam to confirm attendees and also to respond to the fact that it was not a GVAT event
3. Board members are following up with key attendees of the Aug. 17, 2022 mtg. in the coming week
 - a. Matthew will follow up with Liam to reiterate the concerns about the mtg. and GVAT's involvement
 - b. Board needs to have future conversations about boundaries around meetings that are planned within and just outside of GVAT
4. Treasurer GVAT Stephen will be the board rep. for Sonia's supervision
 - a. Stephen will be the board rep. and send an email to Start Hub rep's so they can choose a rep.
5. Treasurer GVAT Stephen will respond to this update by agreeing to ensure GVAT uses IAF trainers so we are in compliance
6. Treasurer GVAT Stephen will share NEW policy with Strat Hub for information purposes
7. Treasurer GVAT Stephen will need personal Board member information for credit card application and will send emails to collect it

8. Host a re-engagement working group meeting to identify how to build capacity in this area of GVAT
 - a. Treasurer GVAT offered to join in addition to previous engagement group
9. Chair GVAT Brigitte will work further in this area and bring back more details for the next Board mtg.
- 10. Overall, an additional meeting should be scheduled as the discussion was not complete**

Time	Agenda Item	
6:40	Welcome	Brigitte
6:42	Land Acknowledgement	Susan
6:37	<ul style="list-style-type: none"> ● Motion to Approve Agenda <ul style="list-style-type: none"> ○ Stephen moves; Eric seconds; MOVED 	Amber
6:39	<ul style="list-style-type: none"> ● Motion to Approve Minutes from July 28, 2022 & August 9, 2022 <ul style="list-style-type: none"> ○ Stephen moves; Susan seconds, MOVED 	Amber
6:40	<p>Membership communications</p> <ul style="list-style-type: none"> ● materials ● process <ul style="list-style-type: none"> ○ Sonia is interested in discussing this after the Housing ART and election <ul style="list-style-type: none"> ■ including tech options to be used to replace Nationbuilder <ul style="list-style-type: none"> ● Is there a group focused alternative? ● we need data management that shares our relationships ● whatever we have needs to be collaboration driven ● There is re-engagement information in the Shared Drive ready to go ● some organizations are not able to supply a key-board level delegate yet needs to be able to engage and know what is happening within the org. <p>Matthew will provide a great membership kit example with Eric as a guide</p>	Eric
6:58	Community/GVAT Leaders mtg - Aug. 17, 2022 report	Brigitte

- 12 people present; it was a challenged gathering due to illnesses and building access issues
- Brigitte and Stephen spoke to many participants
 - Eric's prepared agenda was not followed due to his lack of ability to attend
- Some participants struggled to understand the purpose or follow up from the meeting
 - questions raised: Rabbi Harry was asking about what happened with the recent staff lay-off
 - wanted clarification about communication plans moving forward
- wasn't clear who was planning the meeting and it was not structured or run by GVAT
 - there is not an accurate list of attendees

What follow up is required after this meeting?

- email is being crafted to respond:
 - include Fall updates and encouraging work of GVAT as highlights while also reiterating that it was not a GVAT event

Matthew will approach Liam to confirm attendees and also to respond to the fact that it was not a GVAT event

- Sister Joyce feels that it might be wise to address the on-going questions regarding recent staff lay-off
- Eric has had a good conversation with Rabbi Harry
 - need to contact key leaders and not just delegates for future communications
 - delicate communication strategies are required for future news

Lesson Learned: Financials need to be well broadcast and understood by the membership so we are able to understand key decisions that need to be made by key leadership/board

Board members are following up with key attendees in the coming week

Matthew will follow up with Liam to reiterate the concerns about the mtg. and GVAT's involvement

Board needs to have future conversations about boundaries around meetings that are planned within and just outside of GVAT

7:28	<p>HR report</p> <ul style="list-style-type: none"> ● Sammy's summer job ends tomorrow <ul style="list-style-type: none"> ○ offered her PT continued work in the Fall of 20/hr /week up to Dec. 31, 2022 ○ she is available to work beyond that date, too <ul style="list-style-type: none"> ■ need to consider covering phone costs for staff if we require them to communicate via phone? ● Sonia's supervision needs to be discussed <ul style="list-style-type: none"> ○ suggested that 1 board member form a team with Strat Hub member <ul style="list-style-type: none"> ■ her role is quite specialized and not a typical staff role <ul style="list-style-type: none"> ● Stephen will be the board rep. and send an email to Strat Hub rep's so they can choose a rep. 	Stephen
7:21	<p>see Treasurer's report (link below) for a summary of key points</p> <p>Treasurer's Financial Update</p> <ul style="list-style-type: none"> ● Net payroll will increase in the Fall ● received \$6K BONUS donation from BCGEU ● we will need IAFC monies in order to remain solvent for the remainder of 2022 and have submitted a grant to IAFC <ul style="list-style-type: none"> ○ these are our monies as they were donated to us via Canada Helps <ul style="list-style-type: none"> ■ they are requiring us to use IAF trainers in order to approve the grant which has not been a requirement before or is stated in writing <ul style="list-style-type: none"> ● Deborah Cameron-Fox - Board Chair and IAFC board members are aware and seem to be in agreement with this requirement <ul style="list-style-type: none"> ○ clarify the definition of IAF trainer? ○ Sister Joyce, Eric and Jane met with Ryan today and it was a productive meeting with many areas of flexibility <p>Stephen will respond to this update by agreeing to ensure GVAT uses IAF trainers so we are in compliance</p> <ul style="list-style-type: none"> ● Share Housing Assembly budget for formal approval ● Gift Policy DRAFT 	Stephen

	<ul style="list-style-type: none"> ○ Motion to Approve Gift Policy <ul style="list-style-type: none"> ■ Stephen moves; Amber seconds; MOVED <p>Stephen will share NEW policy with Strat Hub for information purposes</p> <ul style="list-style-type: none"> ● NEW Visa card Board information <p>Stephen will need personal Board member information for credit card application and will send emails to collect it</p>	
8:05	<p>Vancouver Foundation grant application (for information only)</p> <ul style="list-style-type: none"> ● GVAT's Application <ul style="list-style-type: none"> ○ Stephen has applied but wants us to agree which statement we can make regarding our equity lens <ul style="list-style-type: none"> ■ we will need to be prepared if we are awarded the grant, we will have to prove our statements are true ■ we have stated we are in partnership with organizations that align 	Stephen
8:14	<p>Coordination with Strat Hub Planning Team: Brigitte asked for Sonia's recommendation today and she suggested we prioritize the list to clarify leadership, responsibility and accountability for <i>growing</i> list below: (through conversation, bold items were most mutually discussed)</p> <ul style="list-style-type: none"> ● GVAT website ● Communications: newsletter/social media <ul style="list-style-type: none"> ○ keep engagement successful with ARTs and relational meetings ○ need to build capacity <p>Host a re-engagement working group meeting to identify how to build capacity in this area of GVAT</p> <ul style="list-style-type: none"> ● Treasurer GVAT offered to join in addition to previous engagement group <ul style="list-style-type: none"> ○ re-group after October 2? <ul style="list-style-type: none"> ■ are their tasks that need attention before then? ■ how do we function immediately in the on-going stream of work required? ■ what is possible and/or realistic right now? ■ staff are not necessarily the answer as we discovered that the LO became a bottleneck <ul style="list-style-type: none"> ● perhaps our last LO was functioning as an ED? 	Brigitte

	<ul style="list-style-type: none"> ● Strategic planning: finances & staffing model <ul style="list-style-type: none"> ○ Sonia's oversight committee needs to take responsibility for this area ○ Sonia is a key person to get our planning working that includes many areas within GVAT and we can look for Sonia to deliver in this areas within her role ● Relationship with IAF & IAFC <ul style="list-style-type: none"> ○ Strat Hub is taking the lead with this on-going ● IAF relational method of communication <ul style="list-style-type: none"> ○ build relational capacity alongside tech ● Training ● Mailing lists/membership ● Documentation/filing ● Access and security ● Task tracking & priority setting ● COEDI <ul style="list-style-type: none"> ○ recent conversations make this on-going work struggle to have roots in the organization ○ Brigitte will work further in this area and to bring back more clarity for the next Board mtg. <ul style="list-style-type: none"> ■ include Beth and Jane ■ perhaps this area just needs the org. chart under development <p>Overall, an additional meeting should be scheduled as the discussion was not complete</p>	
9:01	<p>Adjournment</p> <ul style="list-style-type: none"> ● Motion to Adjourn mtg. <ul style="list-style-type: none"> ○ Brigitte motions; Amber seconds, MOVED <p>NEXT BOARD MTG: Thursday, September 22, 2022</p>	