



Greater Victoria Acting Together



GVAT Board of Directors Meeting November 2023

Time: 3:00 - 5:00
Date: Nov 27, 2023
Zoom Link: <https://us06web.zoom.us/j/3259436146>
Meeting ID: 325 943 6146
Timekeeper: Stephen

Attendees:

Board Members: Brigitte McKenzie (Chair), Yvonne Hsieh (Vice Chair), Stephen Tyler (Interim Treasurer), Eric Doherty (Board member), Tracey Scott (Secretary)

Ex-Officio Members:

Joyce Harris (Strategy Hub Liaison), Izzy Adachi (Organizer)

Regrets:

Mike Glover, Beth Walker

MINUTES

Actions

- **Stephen** to work with Izzy and Strat Hub Co-Leads to finalize the details for sending 2-3 people to January training in Missoula.
- **Stephen and Tracey** to initiate work on membership strategy
- **Brigitte and Tracey** to develop a plan to have Board members strengthen relationships with member organizations.
- **Stephen** to amend the Human Resources Policy as discussed and re-issue for Board review
- **Tracey** to send Board members a link to the skills inventory requesting completion by November 30.
- **Stephen** to develop the 2024 budget.

Item	Lead
Welcome	Brigitte
Land Acknowledgement COEDI:2023:IRLC:Land Acknowledgement Instructions Handout	Yvonne
Motion: Approve Consent Agenda <ul style="list-style-type: none"> October Minutes For approval (Tracey) 	Brigitte

Item	Lead
<ul style="list-style-type: none"> • Status report: Chair (Brigitte) • Status report: Treasurer (Stephen) <p>Motion amended: Approve Consent Agenda with correction to October Minutes (replace Volunteer Foundation with Volunteer Victoria) Moved by Brigitte. Seconded by Tracey. Carried by a show of hands.</p>	
<p>Motion: Approve Meeting Agenda Moved by Yvonne. Seconded by Eric. Carried by a show of hands.</p>	Brigitte
<p>Organizer's Insights Highlights from the Izzy's status report included:</p> <ul style="list-style-type: none"> - 1:1 meeting with GVAT and community leaders indicates a desire to have leadership meetings again. There is an interest in discussing vision, goals and including equity, diversity and inclusion in that. Izzy will take the lead on planning that in the new year. - Meetings with other IAFNW organizers. There is interest in working together on training. 	Izzy
<p>Strat Co-Lead's Update Purpose: Discuss recommendation for fundraising and possibility of sending people to 6-day IAF Training in Missoula in January 2024.</p> <p>Fundraising Discussion: Strat Co-Leads want to ensure fundraising is a top priority. Board members confirmed this is the first item in the Board's 2024 priorities.</p> <p>Training Discussion:</p> <ul style="list-style-type: none"> - We have funding through the federal grant to spend on training and travel. Consider if we can hire someone to bring the training to Victoria. The grant expires in June and we can consider hiring someone to do the training for us here or in Vancouver; probably do both. Stephen to work with Izzy and Strat Hub for guidance for identifying individuals to approach to send to 6-day training in Missoula in January. Also, Stephen, Izzy and Strat Hub to discuss future IAF training. - Want to train as many people as possible to help increase our capacity. - In the longer term it is a staff role to ensure there is a training strategy or plan with Strat Hub and volunteer support for that. <p>Motion: Approve sending 2-3 qualified candidates to IAF training in Missoula. Moved by Stephen. Seconded by Yvonne. Carried by a show of hands.</p> <p>Action: Stephen to work with Izzy and Strat Hub Co-Leads to finalize the details for sending 2-3 people to January training in Missoula.</p>	Joyce

Item	Lead
<p>GVAT Membership</p> <p>Purpose: Discuss our membership strategy and request approval of the top 3 recommendations specifically (a) Ask Board members to take the IAF Foundations or similar training so they understand the basic concepts of organizing and how it provides value to member organizations; and so they build capacity to participate in relationship building. (b) Continue with the plan for Izzy to develop relationships with member organizations in order to foster a sense of shared purpose; and if Izzy needs any additional support in this work, prioritize that. (c) Assign a list of potential, active, dormant and lapsed member organizations to each Board member and make building and maintaining a strong relationship with the key people in that organization a top priority.</p> <p>Discussion:</p> <ul style="list-style-type: none"> - We need to document the different categories of members and describe relationships with groups that don't necessarily pay dues. We need to clarify what it takes to be a GVAT member organization. The Organizer needs this when engaging new members. Look at what other IAF affiliates do. There is regional training scheduled for December and it will include sharing how the affiliates in IAFNW approach funding. We can use this as a guide. - The value GVAT provides is leadership development, power for political change. Together we have more ability to influence municipal or provincial government. Belonging to something bigger helps member organizations move civil discourse forward. <p>Motion: Move to accept top 3 recommendations and the recommendation to develop a membership strategy and plans which includes clarification of types of relationships with GVAT.</p> <p>Moved by Stephen. Seconded by Eric. Carried by a show of hands.</p> <p>Action: Stephen and Tracey to initiate work on membership strategy</p> <p>Action: Brigitte and Tracey to develop a plan to have Board members strengthen relationships with member organizations.</p>	Tracey
<p>IAF Committee with Update</p> <p>Purpose: Clarify what we need to see in order to justify fees to IAF</p> <p>Discussion to include options and strategy for the short and long term</p> <p>Discussion:</p> <ul style="list-style-type: none"> - The decision is not imminent. We are waiting to see what happens with IAF in the US. They are facing a number of challenges including what to do with affiliates that are outside of the US. There is a negotiating committee in IAFNW but it has not been very active. In part we are waiting to see the results of that. The Committee's view is that there are 	Stephen, Joyce

Item	Lead
<p>benefits in connecting with the IAF. Trying to get charitable status is not easy and there are a variety of options. It's premature to explore this. Particularly interested in strengthening relationships with Canadian affiliates</p> <ul style="list-style-type: none"> - We are still not receiving sufficient service and we are paying half dues. The Committee recommends we continue with that until we can better understand what they can provide. Our current agreement expires at the end of the year. Committee recommends we negotiate in the new year to extend it at the same rate and negotiate to have an IAFC representative on the IAFNW board. <p>Motion: Accept the recommendation to extend the current relationship and negotiate with IAFNW in January for that purpose.</p> <p>Moved by Stephen. Seconded by Eric. Carried by a show of hands.</p>	
<p>Approve Human Resources Policy Purpose: Request decision to approve proposed policy. Discussion: Clarify how pay is calculated.</p> <p>Motion: Approve the policy as amended. Moved by Eric. Seconded by Stephen. Carried by a show of hands Action: Stephen to amend the policy as discussed and re-issue for Board review.</p>	Stephen
<p>Strategic Priorities for the Board Purpose: Identify any changes to the proposed Board priorities for 2024</p> <p>Deferred to December meeting to allow time for Budget discussion below.</p>	Brigitte
<p>Conduct Board Skills Inventory Purpose: Announce survey of Board Skills The survey will help us understand where our strengths lie and identify who we want to attract on the Board. Anonymous online survey that Board members are asked to complete by the end of November. This will be summarized and presented in December. Link to be sent after the meeting. Action: Tracey to send link to Board members requesting completion by November 30.</p>	Brigitte
<p>Discussion: Recruiting Board Treasurer Purpose: To make progress in recruiting Board Treasurer by reviewing previous action items and identifying next steps. Deferred to the December meeting to allow time for Budget discussion below.</p>	All
<p>In Camera Discussion: Draft Budget for 2024 Purpose: Understand current financial position and anticipated expenditures to the end of Q4. Discuss establishing a contingency threshold.</p>	Stephen

Item	Lead
<p>Motion. Approve development of formal budget for 2024 based on the report presented. Moved. Yvonne. Seconded Eric. Carried by a show of hands. Action: Stephen to develop 2024 budget.</p>	
<p>Motion: Adjourn Meeting. Moved by Yvonne. Seconded by Stephen. Carried by a show of hands.</p>	Brigitte
<p><u>Optional</u> post-meeting debrief for any Board members who would like to participate</p>	Brigitte

Consent Agenda:

- October Minutes For approval (Tracey)
- Status report: Chair (Brigitte)
- Status report: Treasurer (Stephen)
- Status report: Organizer (Izzy)

Agenda Materials:

- Membership - A Review and Recommendation for the Board
- Proposed Human Resource Policy
- Planned priorities for 2024 - Board & Strat Hub.docx
- IAF Working Group Report to Board November 2023