



Greater Victoria Acting Together



GVAT Board of Directors Meeting January 2024

Time: 3:00 - 5:00

Date: Jan 22, 2024

Zoom Link: <https://us06web.zoom.us/j/3259436146?omn=86519854506>

Timekeeper: Yvonne

Invitees:

Attendees: Brigitte McKenzie (Chair), Yvonne Hsieh (Vice Chair), Stephen Tyler (Interim Treasurer), Eric Doherty (Board member), Tracey Scott (Secretary), Joyce Harris (Strategy Hub Liaison), Izzy Adachi (Organizer), Jane Welton (Strategy Hub Co-Lead and COEDI representative), Chris-Ann (Charlie) Lake (Guest)

Regrets: Mike Glover (Board member), Beth Walker (COEDI representative)

Action Items

- Brigitte to review Sonia’s contract and include her for-fee and pro bono work to support Izzy and any other campaigns.
- Stephen to work with the Communications Committee to develop a strategy for updating/rebranding our website. This could include hiring a web designer and includes ensuring the development of a MOCHA for the work.
- Jane to set up a meeting to discuss how GVAT will respond to the report from the COEDI consultant and propose next steps for the Board to consider..
- Brigitte to ask Sonia to coordinate and facilitate a meeting to confirm and commit to our purpose and strategy.
- Tracey to check BC Societies Act to see if we are required to hold the AGM prior to this date.
- Brigitte to double-check bylaws re composition of the nomination committee, and call for volunteers to serve on it.

MINUTES

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

Item	Lead
<ul style="list-style-type: none"> ● Status report: COEDI (Beth/Jane) ● Status report: Organizer (Izzy) <p>Motion to move COEDI report to active agenda and accept the remainder of the Consent agenda.</p> <p>Moved by Yvonne. Seconded by Stephen. Passed by a show of hands.</p>	
<p>Motion: Approve Meeting Agenda</p> <p>Moved Eric. Second Yvonne, Passed by a show of hands</p>	Brigitte
<p>Action Items</p> <ul style="list-style-type: none"> ● Brigitte and Stephen - Organize a discussion around mission, vision and relationship with IAF with the Board, Strat Hub Co-Leads and ART Co-Leads ● Tracey to share Calendar with Strat Co-Leads, ART Co-Leads and COEDI Co-Leads ● Izzy to coordinate GVAT training as a priority for 2024 ● Tracey to update planned 2024 priorities for Board & Strat Hub ● Brigitte, supported by Tracey to facilitate the Board in assigning leads and clarifying the 'definition of done' for each of the Board priorities for 2024 in January 2024. ● Brigitte to tell Tracey which folder to store the Board Skills Inventory ● Brigitte to ask the Anglican Church and Sonia Theroux if they know of candidates for Board Treasurer. ● Stephen to share the 2024 Budget and 2023 financial report with Strat Hub in February ● Brigitte, Stephen, Izzy to use the tools provided during the IAF NW Audit Meeting to do our own exercise to identify lessons applicable to GVAT and prepare to present next year. <p><i>All action items are in progress.</i></p>	Tracey
<p>Organizer's Insights</p> <ul style="list-style-type: none"> ● Level of support from IAF is more for MVA than for GVAT and is less than is sufficient for leadership development for an organizer. Recommend discussing continued payment of dues and explore possibility to set up support supervision arrangements involving only the Canadian organizations. Next steps are that Stephen will wait for IAFNW to ask for money before initiating negotiations. The IAF Working Group will wait until Stephen calls upon them. ● Sonia has offered to draw up campaign plans pro bono. Izzy would like to focus on one campaign to build capacity. <ul style="list-style-type: none"> ○ Action: Brigitte to review Sonia's contract and include her for-fee to support Izzy and any other campaigns. ● Recommend updating digital presence for website. Recommend we find a consultant to help us do this. <ul style="list-style-type: none"> ○ Stephen to work with the Communications Committee to develop a strategy for updating/rebranding our website. This could include hiring 	Izzy

Item	Lead
a web designer and includes ensuring the development of a MOCHA for the work.	
<p>COEDI Report discussion:</p> <ul style="list-style-type: none"> ● Further discussion regarding what we want to do in the Equity, Diversity and Inclusion (EDI) area. The report received from the consultant is not very helpful as a basis for our action; we were looking for a recommended plan. <ul style="list-style-type: none"> ○ Action: Jane to set up a meeting to discuss how GVAT will respond to the report from the COEDI consultant. 	Joyce
<p>Strat Co-Lead's Update:</p> <ul style="list-style-type: none"> ● Ruby has resigned and the Co-Leads and Izzy will spend time working on how to move forward and support Izzy. 	
<p>Volunteer Orientation handbook and process</p> <p>Purpose: Provide an update to the Board on work to date and next steps.</p> <ul style="list-style-type: none"> ● Next steps: Tracey will lead the finalization of the handbook, online forms and Train the Trainer presentation. Izzy will use these tools to coordinate the onboarding of new volunteers as they join. 	Tracey, Izzy
<p>GVAT Purpose, Strategy</p> <p>Purpose: Recommit to GVAT purpose and strategy and discuss priorities for 2024</p> <ul style="list-style-type: none"> ● Discussion included: <ul style="list-style-type: none"> ○ suggestions for rewording ○ the importance of being clear that we educate and train to create capacity as our purpose. ○ Reference to the narrative of the world we are building together belongs in our values statements and is helpful when deciding which campaigns we choose. ○ Clarifying our purpose and strategy is urgent ○ The Board would like an additional facilitated meeting to finalize the purpose and strategy so it can be presented to Strat Hub and used to guide our work going forward. Invitees should be members of the Board and at least one person representing each of the following groups: COEDI, Strat Hub Co-Leads, the Housing and Climate ARTs. ○ Action: Brigitte to ask Sonia to coordinate and facilitate a meeting to confirm and commit to our purpose and strategy. 	Tracey
<p>2024 Annual Plans from ARTs and other groups</p> <p>Purpose: To understand the focus of the organization at this point and determine if we recommend any changes</p> <ul style="list-style-type: none"> ● Deferred 	Tracey
<p>2024 Priorities for the Board and Strat Hub</p> <p>Purpose: Approve 2024 priorities for the Board and Strat Hub</p> <ul style="list-style-type: none"> ● Deferred 	Tracey
<p>Proposed date of Annual General Meeting</p> <p>Purpose: Determine date for AGM so we can start planning and communication.</p>	Brigitte

Item	Lead
<ul style="list-style-type: none"> ● Initially, the date of March 21 was considered. Challenges: we need more clarity with GVAT Purpose and Strategy; time is needed to create the GVAT Annual Report; official announcement to member organizations must be sent 2 weeks in advance; we need time to find new people for the Board; Brigitte is away Feb. 4 - 18. Having the AGM in April would give us more time. April 18 is the date finally chosen. 30 mins. for AGM; 1 hr. for the Strat Hub meeting. <ul style="list-style-type: none"> ○ Action: Tracey to check BC Societies Act to see if we are required to hold the AGM prior to this date. 	
<p>Discussion: Nominations for Board Members</p> <p>Purpose: Discuss plan for nominating new board members at next AGM</p> <ul style="list-style-type: none"> ● The nomination committee is composed of up to 2 representatives from the Board and up to 2 representatives from member organizations. This committee should be established ASAP. ● Brigitte has asked Mike and Eric if they will serve another term. Eric is not sure yet. Is there some rule that says that a Board member cannot miss more than a certain % of meetings? We need clarity on this. <ul style="list-style-type: none"> ○ Action: Brigitte to double-check bylaws re composition of the nomination committee, and call for volunteers to serve on it. 	Brigitte
<p>Roles for next meeting:</p> <p>Time Keeper: Stephen</p> <p>Land Acknowledgement: Eric</p>	Brigitte
<p>Motion: Adjourn Meeting</p> <p>Moved Yvonne, seconded Eric</p>	Brigitte
<p>Optional post-meeting debrief for any Board members who would like to participate</p>	Brigitte