

Governance Committee Notes

June 24, 2024 - 3:00p.m. via Zoom

A. Review of the Goals of the Strategic Plan & Action Items:

1. Diversify Board Membership and strengthen the process: There was discussion around making the nomination committee a full-fledged committee as opposed to ad-hoc. It was decided to:

- a. reach outside board to community who could assist in finding diverse possibilities for the board,
- b. regularly review the board requirements,
- c. Update the nominating committee Terms of Reference.

Stephen will lead this. Dave to reach out to Sophie Smith-Doré from Pflag to see if she would be willing to assist us with identifying possible board members.

2. Monitoring Progress in relation to the goals of the Strategic Plan:

The Terms of Reference will be updated to include this as a continuing action.

Marilyn expressed concern about the board workload. Even bringing on new people, it is a while before they're productive. Barry expressed that we may need to postpone work from time to time.

3. Board Member Training and Information needs:

- a. Tamara is creating an Orientation checklist and gathering resources which will form a board member "manual",
- b. board procedures: Joellen to arrange SharePoint training – then to work with secretary to file documents,
- c. Stephen will update Terms of Reference to include the mandate to improve board training and orientation,

4. Strengthen the Orientation of new Board members:

- a. Plan to have the Checklist, orientation manual and buddy system in place for this AGM.

5. Support the role of board members in **advocacy** for RJ and LCCJ:

- a. Goal to have "who we are" presentation deck soon, Dave & Joellen working on this,
- b. Joellen has distributed the Elevator Pitches,
- c. Board members should shadow Joellen in advocacy situations,

- d. Terms of Reference to be updated to include “ensure all board members be able to advocate for LCCJ”.

6. Strengthen decision making at board level:

- a. At the September board meeting Dave will review the consensus decision making process,
- b. Chair to be more diligent in identifying and recording of decisions.

7. Review Mission Vision, Values, and Name:

- a. Name is the most pressing. Joellen to prepare something for a future board meeting,
- b. Review of Mission/Vision/Values postponed

- B.** Marilyn reported on the review of by-laws for ONCA. Marilyn has reviewed the ONCA requirements and updated the by-laws. Our Consensus decision making is an issue – ONCA specifies “VOTE”. Barry expressed concerns that our membership definition might put us at risk of malicious actions, i.e., member uprising . Barry to review further and report at the up-coming board meeting.
- C.** Tamara told us about a new board member: Richard Marquardt. Joellen thinks there may be 2 others interested.
- D.** Joellen reported that the AGM notice went out (30 days before). She is confident that we will have a completed audit in time.

Next Meeting: September 9th: 2:00pm.