BOARD MEETING MINUTES
WEDNESDAY, APRIL 30, 2025

Board Present: Anda Dima, Josephine Brcic, Rodger Linka, Jim Fallows, Kerrie Strathy, Katherine Roy & Bina Bilkhu
Vitural: None
Regrets: Anna Liu, Temi Adediji, Dhruv Patel, Faye Nashir-Fehler
Staff Present: Keith Karasin, Shelly Hill & Linda Zeng (for Agenda Item 3.1)

Call meeting to order at 5:20 p.m.

1.0 Agenda:

- **Land Acknowledge:**
  - Acknowledgement of Treaty Land read by Anda– I would like to begin by acknowledging that we are on the traditional lands, referred to as Treat 4 Territory and that the city of Regina is located on Treaty 4 territory, the original lands of the Cree, Ojibwe(OJIB-WE), Saulteaux (SO-TO), Dakota, Nakota, Lakota, and on the home land of the Metis Nation.

    We respect and honor the Treaties that were made on all territories, we acknowledge the harms and mistakes of the past, and we are committed to move forward in partnership with Indigenous Nations in the spirit of reconciliation and collaboration.

- **Adoption of the Agenda:**
  MOTION #37: DIMA/STRATHY - adoption of the agenda as presented.
  CARRIED
- **Declaration of Conflict of Interest:**
  - None at this time.

2.0 Minutes:

- **Discussion on Motion #29, approved by email vote on March 14th, 2025.**
- IRCC asked to see salary grid for the basis of funding that were going to get under these 3 year contract. We were not approving Keith's salary or staff salaries; we were approving a funding request. Therefore, we are asking IRCC if they will give us enough money to pay those positions/those amounts. There are two separate things going on here; today we will approved the staff salaries as a part of the budget process today and the ED salary will be approved in June after the executive committee carries out the performance review and reached a recommendation on that process. After discussion Motion #29 has been revised as per the following Motion #29a:

- **Adoption of minutes – March 26th, 2025**
  MOTION #38: FALLOW/BRCIC– adoption of March 26, 2025 minutes as presented with revisions to Motion #29. **CARRIED**
- **Business Arising from Minutes:**
  - None at this time.

3.0 Accountabilities:

3.1. Stewardship:

- **Budget 2025 – 26 Approval – Jim Fallows/Linda Zeng:**

- Spoke to the financial position & 2025-26 Draft Budget as presented.
- Thank you Linda and team for all the work you have been doing.
- Following a discussion, the following motion was presented:

MOTION #39: **FALLOWS/LINKA**– motion that the board approves the 2025-26 Budget as presented. **CARRIED**

3.2. Strategic Direction and Monitoring:

- **ED Report (3-2-1 Format Re: Strategic Directions) – Keith Karasin:**
  - Spoke to report as circulated.
  - Important dates to note.
    - Staff Appreciation Event on Thursday, May 22nd at 4:30 pm
    - June board meeting is on Wednesday, June 18th at 5:15 pm.
    - AGM is on Wednesday, June 25th at 5:15 pm
    - Pride parade is on Saturday, June 14th (more information to follow)
    - World Refugee Day Wednesday, June 18th at noon on the City Plaza Stage
    - Summer Family Fun Evening – TBD

⇨ ***Action Item:*** Shelly send calendar request to board with upcoming important dates of events

- **Q4 Strategic Planning Update – Keith Karasin:**
  - Reviewed update to Balance Scorecard and CRM as circulated. Link and password to access is provided in the April package.
  - We need to look at moving forward if we are meeting our targets. Good job on the work you have done with staff and updating these documents. Keith is working with the team to identify what is strategic vs. what is operational.

⇨ ***Action Item:*** Need to look at meeting targets going forward. Keith to work with Team to identify what is strategic vs. what is operational.

3.3. Governance:

- **2025 Proposed Slate of Nominees – Anda Dima:**
  - Up for re-election are the following: Bina Bilkhu, Dhurv Patel, Jim Fallows, Rodger Linka and Kerrie Strathy. Bina, Dhruv and Jim have all agreed to go for another 2-year terms. Rodger and Kerrie are stepping down from the board. Therefore, that leaves three vacant board positions.
  - We will not fill these vacant positions until after the AGM in June, however, in the meantime, if you know someone with a strong legal, CPA and HR background, please recommend them to apply for a position on the board.
  - Discussion around Anna Liu's appointment. Anda would like to put her name forward for another 2-year term, even though she has one year left on existing term to make sure that the election of the President and Vice-President Positions are in separate years. President made the executive decision to put this forth.
  - Following the above discussions, the following motion were made:

MOTION #40:
DIMA/LINKA– motion that the board approves the 2025 Slate of Nominee as presented.
CARRIED

- **Staff Policies & Procedures:**
  - Rodger and Anda reviewed the Staff Policies & Procedure document and have recommendations/changes to update the document. They will hand over the hard copy to Keith to review with Wendy. Once all the updates are completed, we will keep the tracking form with all changes/updates and additions. The tracking form will be shared with Shelly after changes are made to inform the board on a regular basis. Work with Kate, chair of the governance committee chair to come up with process if a policy needs to be approved by the board. Changes/updates should not be a part of this process. Sufficient changes always go through our legal team.

⇨ ***Action Item:*** Keith to share recommended update/changes to Wendy to make update the Staff Policies & Procedures. Keith to meet with Kate to come up with a process when policies need board approval.

3.4. ED Relationship:

- No items at this time.

3.5. Stakeholder and Strategic Alliances:

- No items at this time.

4.0 Committee Reports:

- **Executive Committee – Anda Dima:**
  - We do have a plan to meet with Keith to discuss the ED performance process.
  - Will be meeting with Laura to discuss the succession plan in May/June.
  - Board Retreat – we will be meeting with the board and management team as a whole again this year. We will meeting over Friday evening and Saturday for a full day. Shelly will send out a poll after the AGM to host the retreat in early January on either 9&10 or 16&17 to see what works best. Send any suggestions/ideas for the retreat to Anda by the September meeting. Topics brought forth are Strategic Planning, Risk Management, Employee Retention, Use of Reserves – Asset of Sale, Social Enterprise/Generating of Revenue.

⇨ ***Action Item:*** Shelly to send out a po1l to board following the AGM to see what dates work best in January 2026. The 9 & 10 or 16 & 17. Send any suggestions for topic discussions to Anda by the September meeting.

- **Finance Committee – Jim Fallows:**
  - No further items to discuss other than the approval of the 2025-26 budget, which was presented earlier in the agenda.
- **Governance Committee – Kate Roy:**
  - The individual that was going to review the Governance Policy is no longer available, so we will have to brainstorm for another possible candidate to do that. If the board knows of someone that would be a good fit, please send recommendations to Kate.
  - Committee did not meet in April, Shelly will send out calendar request to meet in May.
- **Parent Advisory Committee:**
  - Faye is on a leave from the board for 6 months. Anda will be the Parent Advisory Committee representative in the interim and Shelly will send this information to Donalee.

⇨ ***<u>Action Item:</u>*** Send any recommendation for individual who would be a good fit to review the board Governance Policy to Kate.

5.0 Review and Update Board Tracker (Motions & Action Items) – Anda Dima:

- No items at this time.

5.0 New Business:

- No items at this time.

6.0 Standing IN CAMERA Session – Anda Dima:

- The board discussed the ED's 2025-26 salary informational document as presented.

7.0 Adjournment:

<u>MOTION #41:</u>
DIMA–the meeting be adjourned at 7:15 pm. Next board meeting is Wednesday, June 18th, 2025 at 5;15 pm. **CARRIED**