

Access Alliance Multicultural Health and Community Services
 Minutes of Board of Directors Meeting
 Location: 340 College St., Suite 500
 6:00 p.m. – 8:30 p.m. Board Meeting

Date: May 14, 2018
 Present: Erik Landriault, Tania Hossain, Ida Hersi, Priyanka Debnath, Linda Nicolson, Vanessa Redditt, Sarah Vanderburg, Alfred Chuang, Henry Ngan*, Yatti Tjipto (Executive Assistant). *joined by phone
 Regrets: Mohamed Malik, Arman Hamidian, Axelle Janczur, (Executive Director)
 Chair: Erik Landriault
 Minute taker: Yatti Tjipto (Executive Assistant)

	AGENDA ITEM	TOPIC	KEYPOINTS/RELEVANT INFO	DECISION/ACTION DELIVERABLE/OUTCOME	LEAD	DUE
1.0	Welcome					
1.1	Introductions	Welcome and Introductions	Call to order at 6:00 pm		E. Landriault	
1.2	Practice of Inventivity	Activity	Linda led the board through practice of inventivity		L. Nicolson	
1.3	Approval of Agenda	Changes, additions, deferrals		Agenda approved MSP: Priyanka, Vanessa	E. Landriault	
1.4	Conflict of Interest	Conflict of Interest Declaration	Call for declaration of conflict of interest regarding any item on the agenda.	None declared	E. Landriault	
1.5	Approval of Previous Minutes	Amendments, feedback	April 16, 2018 Minutes presented as posted.	Minutes approved MSP: Vanessa, Alfred	E. Landriault	
1.6	Attendance Report	Review of Attendance Status	Quorum met for this evening's meeting. Everyone is in good standing.		L. Nicolson	
1.6	Environmental Scan	Opportunity to share events/items of interest from board members professional spheres, including conferences/workshops attended	Questions were raised regarding expected outcome of the election. Priyanka and Linda mentioned that at this election, the sitting government put a lot of emphasis on the importance to be neutral.		All	
1.7	Professional Development Opportunities	Professional Development Opportunities	PD opportunities were shared on the board portal.		A.Janczur	
2.0	Presentation					
2.1	Board Integration Strategy		Deepy Sur presented on board integration strategy. Presentation is posted on board portal. The board engaged in discussion regarding back office integration.		Deepy Sur	

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3.0	Consent Agenda Item					
3.1	By Law Review			Motion to approve Consent Agenda items as presented.	E. Landriault	
3.2	Governance Policies Approval		<ul style="list-style-type: none"> o GP - Nomination of Board Members policy was referred to the governance committee to review. 	MSP: Ida, Alfred		
	<ul style="list-style-type: none"> • Approved with no changes <ul style="list-style-type: none"> o ADM - BOP - GP - Policy Review Requirements o CE – Accreditation o CE - Mission Vision Values o EL - Board Expenses o EL - Finances Policy - reviewed annually o GP - In Camera Meetings o OHS - BOP - L - Workplace Violence and Harassment Policy - reviewed annually • Group 2 – approved with suggested tracked changes <ul style="list-style-type: none"> o EL - Executive Limitations- reviewed annually o HRP - BOP - EL - Human Rights Policy and Complaints Process - review annually 					
4.0	Information/Discussion Items					
4.1	Governance Committee Update		<p>Briefing note circulated in advance. The committee provided updates.</p> <p>Erik reminded the committee to circulate board evaluation survey by end of June.</p>		A.Hamidian	
4.2	Quality Governance Committee Update		<p>Briefing note circulated in advance. The committee reviewed policies and divided the policies into 3 groups. The first group of policies was approved with no changes. The committee presented on the changes proposed for the second group of policies. The committee deferred the nomination of board Members policy to the Governance Committee for further discussion and considerations.</p> <p>The board discussed on the importance to look at the roles of nominations ad hoc working group in regards to the decision making process.</p>		H.Ngan	

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4.3	External Relations Committee Update		The committee didn't meet. Ida invited Ricco from FCG to do a 2 hour presentation of immigration issues. The date is on hold for Tuesday - July 3 rd at 2 pm.	Looking into a dial in option for others to be able to join.	L.Nicolson & I.Hersi.	
4.4	Executive Director Report		No formal report submitted as Axelle is on vacation for the whole month of May. Cliff provided some updates regarding operational updates. Questions were raised regarding AOHC Conference. Access Alliance is scheduled to presents in a few of presentations. Linda, Henry and Arman's are joining the conference.		C. Ledwos	
5.0	Trusteeship items for discussion					
5.1	30 th Anniversary Committee		Next year is the 30 th anniversary of Access Alliance. Erik asked board members to strike a working group. Erik, Ida volunteered to be part of the committee.	Yatti to send email to other board members who were not at the meeting to find out if they would like to join and be part of the committee.		
5.2	AGM – September 18		Axelle proposed to involve our Community Reference Group with the AGM. More concept to follow after Axelle returns from vacation.			
5.3	AOHC Inclusive Leadership in Governance – Module 1		The board completed module 1. The board engaged in discussion of the CAWI wheel of reflection. Suggestion was given to bring the reflection at each board retreat. Board members expressed that they found the exercise to be helpful.	Suggestion given for the AHAC to come in for future presentation (in relation to cultural sensitivity training).		
6.0	Other Business					
	N/A					
7.0	Adjournment					
	Adjournment		The board moved to adjourn the board meeting at 8:15 pm	Motion to adjourn May's board meeting. MSP: Priyanka, Tania.	E. Landriault	