



MISA North Vancouver Island

Minutes

Board of Director's Meeting

September 27, 2016

Robron Centre, Campbell River

Chair: Layne Marshal

In Attendance:

Layne Marshal, Lisa Blackburn, Len Hiquebran, Leanne Brunt

Regrets:

Tracy Kidson, Barbara Walker

Staff:

Jim Brennan, Ann McLeod

Guests:

Cathy Voth, Maria Kirley, Lorraine Theron

Round Table introductions

1. Call To Order: 5:10
2. Reading of Mission Statement - *The Multicultural and Immigrant Services Association of North Vancouver Island (MISA) assists local communities in attracting and retaining newcomers by providing education and professional services to members of those communities while offering advocacy for vulnerable populations and settlement services, thereby fostering welcoming and inclusive communities.*
 - Read by Len
3. Board Development
 - This section (Policy Governance training) will not be covered tonight due to time constraints for the AGM following.
4. Board Policy Review
 - Ends Policy
 - Layne outlined the purpose of Ends Policy and how it relates to a Policy Governance Board.
 - There will be more discussion around this at later Board meetings.

5. Monitoring Confirmation

- EL 6 Emergency ED Succession
 - Layne outlined the EL 6 Policy, Emergency ED Succession
 - Jim presented the monitoring report.
 - Board accepted the report.

6. Ownership Linkage

- Will discuss this further at future Board Meetings.

7. Ends

- Introduced above.
- Mission Statement currently serves as the Ends Statement.
- Will be discussed further at future Board Meetings.

8. Consent/Information Agenda

- Minutes of June 27th 2016 Board Meeting
- ED Report for September
- Committee Reports: None
- Correspondence: None
- **MOTION:** to adopt the consent agenda
Moved, Seconded, **Carried**

9. Other Information

9.1. Actions Items arising from the last meeting

- Layne will work on cleaning up formatting (of policies)over summer
- Layne will work on cleaning up Constitution and By-laws over summer to comply with new Societies Act.
- Board Members, think about what kinds of things we can do around the community to get feedback.

9.2. New Business

- Review of AGM Agenda
- Review of slate of directors
 - Len chose to step down effective tonight and not run for re-election as he will be unavailable for meetings until January
 - Len will be available for consultation if needed.
- General Meeting in Courtenay – will be held May 2017

9.3. Upcoming Board Events

- Board Meeting, Tuesday October 11th, Campbell River
Dinner at 5:00, Board Meeting at 5:30

- November 8th, February 14 and May 9 meetings will be in Courtenay
October 11, January 10, March 14, April 11 & June 13 will be in Campbell River.

9.4. ED Contract

- Jim reviewed his new contract, replacing his interim contract
- **MOTION:** to approve the ED contract
Moved, seconded, **Carried**

10. Adjournment: 6:00

Moved, Seconded

Upcoming MISA Events:

Ongoing Events:

Book Club, First Thursday every month, (Comox Valley)

Conversation Group, every Friday (Comox Valley)

International Women's Group, every second Tuesday (Campbell River)

International Co-Ed Soccer, every Tuesday evening (Campbell River)

International Family Recreation Evenings, every Friday (Campbell River)

International ESL Senior's Group, every second Monday (Campbell River)

***Please be sure to update your Volunteer Hours on Google or with Ann.**

Strategic Planning Items

- Nomination process
- Review previous year's plan and results
- Advisory Committees (connecting with people we serve)