Food Matters Manitoba Board Meeting

December 14, 2021 – 5 pm

Present: Kirsten Earl McCorrister (Chair), Beth Timmers (Vice Chair), Curtis Brown (Secretary), Erin Crymble (Treasurer), Allison McCullough-Butchart, Ramogi Nyonje, Kaylee Michnik, Cynthia Neudoerffer, Rob Moquin (Executive Director)

Regrets: Brenna Shearer

**Agenda:**

1. Welcome & Land Acknowledgement
2. Approval of meeting agenda
3. Approval of October 12, 2021 meeting minutes
4. Election of Board Members
5. Executive Director Update
6. Financial Report
7. New Business
   1. Finance committee membership
   2. Bank Signer
   3. Fundraising committee update
   4. Strategic planning – next steps
   5. Board communications tools
8. In Camera
9. Adjournment

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| 1. Welcome, Introductions & Land Acknowledgement  Kirsten called the meeting to order at 5:04 pm |

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| 2. Approval of meeting agenda | Moved by: Alison  Seconded by: Ramogi | **CARRIED** |
| 3. Approval of minutes from October 12, 2021 | Moved by: Michael  Seconded by: Kaylee | **CARRIED** |

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| 4. Election of Board Members | | | |
| 1. To renew the terms of Curtis Brown and Kaylee Michnik | Moved by: Kirsten  Seconded: Beth  **Abstained: Curtis, Kaylee** | | **CARRIED** |
| 5. Executive director’s update | Rob noted the charitable return was filed late with the Companies Office but that better systems are in place to make sure this does not happen in future years.  Rob noted there is great work being done with increasing FMM’s profile and encouraged the board to continue to share information about upcoming workshops. There was also some concern about communicating the impact of FMM and something that will be aided by the strategic planning work taking place.  Rob expressed disappointment that FMM did not receive funding through RBC’s Future Launch program. While the organization was not counting on this revenue, it does make meeting the fundraising goals more critical. There are additional applications in place to ESDC and PHAC that may help with operations. ESDC may postpone its decision until February and there was a very long wait (18 months) for our last application.  Rob also noted he is looking for an appropriate facilitator to mitigate the impacts on the team regarding the need for food/food security. Rob asked the board to recommend someone who may be able to provide this.  Rob also highlighted prioritizing decolonization as an important element of future reports. The board had a discussion about how to go about this. The current strategic priority around “relationships” includes soft language around relationships with First Nations/Indigenous partners. The strategic planning presentation provided to the board and staff on December 13 talked about listening to people with lived experience and looking at governance and operations. The question about what “success looks like” was raised – Rob indicated success in this case would mean Indigenous people feeling their place is on board and staff of FMM and the systems reflect those values and worldviews – which may not fully be the case today.  Kirsten noted there will be a pillar of the final strategic plan around this, and she recommended Rob doing exploratory work with terms and language and looking at what other organizations have done in this regard. Other board members agreed with this approach. | | |
| **Action Items** | **Who** | **When** | |
| Board to recommend external facilitator to work with staff | Board members | ASAP | |
| Rob and board to begin examining terminology and language, processes, etc. related to decolonization, including what other organizations are doing in this regard  Kirsten to discuss more with Rob and to revisit at February board meeting | Rob | Short term – on the agenda as a specific item at the February board meeting | |

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| 6. Financial Report Approval  **Motion**: To approve the November 2021 financial statements | **Moved by**: Erin  **Seconded**: Curtis | **CARRIED** |

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| 7. New Business | | |
| 1. **Finance committee membership** | The finance committee currently has two members (Erin and Ramogi) and other board members were invited/encouraged to participate in this committee.  Kirsten suggested the board consider discussing new people for the board and the skill sets required. |  |
| **Action Items** | **Who** | **When** |
| Other board members to join finance committee | All board members | ASAP |
| Discussion re: skill sets | Next meeting | ASAP |
| 1. **Bank signer** |  |  |
| Motion: To add Kirsten Earl McCorrister as a bank signer | Moved: Curtis  Seconded: Beth  Abstained: Kirsten | CARRIED |
| 1. **Fundraising** committee update | Curtis provided an update on fundraising efforts during the past month. There have been a number of significant donations come in during giving season, including a $4,000 commitment from Roquette and $500 from Securitas Canada, as well as nearly $1,500 in new donations on and around Giving Tuesday.  Curtis encouraged board members to get FMM aprons and discuss/share about FMM when getting together over the holidays, as well as to encourage those in their networks to support the organization. |  |
| **Action Items** | **Who** | **When** |
| Host events and share FMM story with networks | All board members | ASAP |
| 1. **Strategic planning – next steps** | Kirsten provided an update on the strategic planning/Theory of Change process, which was also shared at the board/staff holiday gathering on Dec. 13.  One of the key areas is around creating a set of “emergent values” for the organization, as well as define strategic priorities so they can be operationalized by staff. Kirsten asked the board to share their perspectives on what needs to be incorporated into these discussions before it comes back to the board. |  |
| **Action Items** | **Who** | **When** |
| Examine emergent values | Strategic planning committee | Meeting in January |
| Define strategic priorities for staff | Strategic planning committee | January/  February |
| 1. **Board communications tools** | Kirsten noted a template has been created for sharing back committee discussions and action items with the board, and encouraged committee chairs to use this so information is shared back with the rest of the board. |  |
| **Action Items** | **Who** | **When** |
| All committees to use template documents when sharing committee updates to the rest of the board | Committee members | Upcoming meetings |

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| **In Camera**  The board went in camera at 5:58 pm  The board moved out of in camera at 6:20 pm |

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| **Adjournment**  Cynthia adjourned the meeting at 6:21 pm |