



Mission: a youth-driven, provincial, non-profit organization dedicated to improving the lives of young people in and from care in BC, between the ages of 14 and 24.

**BOARD MEETING – MINUTES (Final)
Wednesday February 8, 2017
5:30 – 7:45 pm**

Present: Katelyn Crabtree, Violet-Rose Pharoah, Katherine Ritchie, Jules Wilson (E.D), Debbie Cox (Chair), Gary Tennant (recorder)

Time	Item	Details	Action Required/ Decisions	Related Documents
5:37	Welcome, agenda and minutes	Events surrounding the cancellation of the SCM/AGM were discussed.		Agenda, Minutes of January, circulated
5:40 -	Chair Report	<p>Orientation of New Board members. Debbie suggested that we meet with current Board members at our March 8th meeting. We will postpone our Orientation of New Board members until April, once the panel of new board members are elected. Agreed.</p> <p>Once the new board members join us, we will discuss the meeting schedule (and potentially change the day and time of the meeting).</p> <p>Board packages prior to each meeting. We plan to send out background information and reports on agenda items one week prior to Board meetings. So, in future, subcommittee reports, the ED and the Chair report will be circulated so that members can focus on the key issues. This will give us time for more discussion at the meetings. We will develop a template to facilitate the writing of report.</p>	Debbie/ Board	



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	Committee Updates	<p>Sub-committee chairs provide updates</p> <p>Finance – No report this month.</p> <p>HR and Governance</p> <p>Katelyn will send out a review of liability issues relevant to the Fed. - we will discuss at our next Board meeting.</p> <p>Mission, Vision and Values – No report this month.</p>	Katelyn	
	Discussion	<p>Locals – Gary outlined a suggestion on the development of new locals and the maintenance of existing locals. The suggestion was to identify a key, appropriate youth serving agency that would be interested in supporting a local.</p> <p>Gary said he would draft a document outlining this idea and will circulate this to the Board for comment and discussion.</p> <p>SCM cancellation - and future planning</p> <ol style="list-style-type: none"> 1. Go/no go – 72 hours prior to the event is the cutoff date for saving \$s on a cancellation. This can be difficult for staff because they need to take time off immediately before the SCM to balance their work week; can be addressed through forward planning. 2. Time of year – we may need to schedule events when weather has less impact on travel. 3. Location – may need to look for settings closer to the city to facilitate travel. 4. Cost – facility cost is a big factor. 5. Venue – facilities get booked up well in advance. 6. Safety – finding settings that are safe for youth are essential – need venues where youth can and will stay on site. 7. Staff – are to be congratulated for the planning and thought that went into the SCM and into how the cancellation was managed with the youth. 	Gary	
7:15	ED Update	<p>AGM –We need 20 members for a quorum. According to the new Societies Act, if we don't achieve quorum we can call an AGM for the following day – if quorum is not achieved we can proceed and ratify decisions at a subsequent meeting.</p> <p>Considerable discussion about how to attract youth to an AGM – staff will develop a plan and follow up. We recommended breaking the AGM into doable chunks to be completed separately: election of Board slate; revisions to the By-laws; etc.</p> <p>Jules commented that we do have a two-year transition period to adopt the new Societies Act.</p>	Jules	



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		<p>Jules will continue to be in contact with the Registrar of the Societies Act re clarification of process. The Board will send follow up letters to the Board nominees.</p> <p>MCFD draft Contract letter Jules and staff are developing a draft contract letter to MCFD.</p> <p>Fund Development Jules reviewed our success to date with fundraising. And he advised that there will more information coming soon as the final details are being concluded on another initiative. Jules met with the Vancouver Foundation earlier this month re youth in care initiatives.</p> <p>National representatives Two Fed youth who spoke with a panel on aboriginal issues at the Fed earlier this year have been selected as representatives to attend a national forum in Ottawa. Chris Buchner will travel with the youth to provide support.</p>	<p>Debbie/Jules</p> <p>Jules/staff/ To Board chair</p>	<p>Draft Contract letter</p>
	Announcements	<p>Minerva Foundation – This year's forum for Grade 11 girls is rapidly approaching. It is an important leadership training opportunity. Girls must be nominated. Jules and staff will follow up with Fed youth. Board members were asked to spread the word and direct candidates to the Minerva website or contact Debbie.</p>	<p>Debbie</p>	
7:31	Closing	<p>Next meetings</p> <ul style="list-style-type: none"> • Board meeting – Wednesday, March 8 • Board packages deadline: Wed. March 1 • Board and new member orientation – a Saturday in April (tba) 		
7:32	In camera	<p>A brief in camera meeting was held.</p>		
7:45		<p>Meeting closed</p>		