



*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  
Wednesday April 12, 2017  
5:30 – 7:30 pm**

Present: Katelyn Crabtree (recorder), Violet-Rose Pharoah, Jules Wilson (E.D.), Gary Tennant (recorder/chair).

Regrets: Katherine Ritchie, Debbie Cox, Chelsea Turpin

Time	Item	Details	Action Requested	Related Documents
5:30 – 5:45	Welcome, agenda, minutes	<ul style="list-style-type: none"> <li>• Welcomes, check in</li> <li>• Review agenda, minutes</li> <li>• Today's meeting was located on Zoom and at the boardroom of Katelyn's law office. Thanks Katelyn for offering the space.</li> <li>• The agenda was adapted so that Jules could review the 2017 Budget near the beginning of the meeting.</li> <li>• The Chair acknowledged that there was not a quorum so any decisions arising out of the meeting would be decisions in principle, to be circulated to absent Board members and ratified at the May meeting.</li> </ul>		Minutes, Agenda pre-circulated
5:40 to 5:50	Chair Report	<p>Gary briefly outlined the events in the development of the deliverables for the year. Staff developed a powerpoint outlining the deliverables in preparation for discussions with Brenda (MCFD). Brittany, Chris, Jules and Gary met with Brenda at the Fed office, March 20<sup>th</sup>. Brenda approved the deliverables and stated that it was important to demonstrate that the deliverables were met.</p> <p><i>At this point, we moved to the ED report, continued on to the Committee reports and then returned to the chair report.</i></p>		"Our Time is Now", MCFD Contract, Deliverables ppt
7:00		<p>Concerns raised by youth – Gary sent an email to the coalition suggesting an informal meeting to be followed by attendance at the April Board meeting. There was no response to the email. Gary will follow up.</p> <p>Orientation Meeting with new Board members</p> <p>Transition planning – moved to May agenda</p>	<p>Gary will follow up with youth via mail and via staff connections.</p> <p>Gary will follow up with staff</p>	



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5:50	ED Update	<p>Budget – Jules reviewed the budget and provided the board with a document outlining five possible budget scenarios. Jules requested a decision by April 22.</p> <p>ICBC Bursary Program – Jules reviewed the pros and cons of where to locate the ICBC car. The two possibilities were the Fed Office or RayCam Community Centre. After discussion, <u>board members were in support of locating the car at RayCam</u>. Chris will prepare an MOU, <u>circulate for feedback</u> and then <u>send it</u> on to RayCam.</p> <p>Next Youth Retreat and AGM – We discussed the timing of the AGM and decided that given the complexities of setting up an AGM, the most effective approach would be to include the AGM with the next Youth Retreat (SCM), June 2-4. We also decided that it would be useful to invite the new slate of board <u>nominees</u> to the Fed in May for a meet and greet with Board and Staff.</p>	<p>Board decision by end of the month</p> <p>Chris prep MOU</p> <p>Board to decide on dates and format of a Meet and Greet with the new slate of board <u>nominees</u> in May.</p>	<p>Annual planning and budget primer</p> <p>ICBC Car location doc</p>
6:20 to 7:00	Committee Updates	<p>Finance Committee</p> <p>Budget 2017 – Board members reviewed the Annual planning and Budget primer document. The Board noted that the <u>provincial government's Economic Stability Mandate resulted in there being increased money in the Fed's budget to provide salary increases that match negotiated union increases. These increases are spread out over two years, retroactive to last year, and will total approximately 7% in the final year.</u></p> <p>The Board needed additional information to respond to some of the budget options <u>presented for 2017/18</u>. The Board will informally solicit salary scales from non profits to develop an understanding of provincial salary levels for similar non-profits. The Board tentatively approved Option 1 as outlined in the Annual Planning and Budget Primer document and requested a further breakdown of the budget in order to make a more informed decision.</p> <p>Budget update 2016/<u>17</u> – We do not yet have final figures on any remaining dollars at fiscal year end (March 31). We agreed that any left over dollars would be used in 2017/<u>18</u> based on priorities established by the Board in discussion with staff and youth.</p> <p>Katelyn – HR Committee – no report this month.</p>	<p>Jules to provide the Admin Budget Template</p>	<p>Annual Planning and Budget Primer</p>



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	Discussion	Planning - Board plans for the year	Move forward to May agenda	
7:15-7:30	Closing	Action Items: Violet-Rose identified youth employment at the FBCYICN as an item for budget consideration.  Next meeting: May 10, 2017. 5:30 PM	Review in the budget plan	
	In-camera	<u>Some discussion held in-camera.</u>		