



## 4-H Alberta Board Meeting

### DRAFT MINUTES

March 9, 2024

1:00 pm

In Person and Virtual

**Attendees:** Christine Suominen (Chair), Syeda Khurram, Nora Paulovich, Andrea Hanson, Janice Wirsta, Kathleen Linder, Scott Bodie, Simone Demers-Collins, Amanda Hardman, Austin Andrew, April Aspden, Andy Pittman, Carmen Andrew (GOA - observer), Kurt Kinnear (CEO), Candice McKay (CFO), Jeremy King (ATB), Sherry Howey (4-H Centre), Teresa Wasney (Exec. Assistant)

**Regrets:**

**Pledge**

#### 1. Opening Comments/Call to Order – Christine Suominen

2. **Approval of Agenda** – Christine Suominen called the meeting to order at 12:59 pm. Nine board members attended in person, plus Kurt Kinnear. Carmen Andrew, Amanda Hardman, Janice Wirsta, Syeda Khurram and Teresa Wasney attended virtually.

- **Motion** to approve Agenda by Austin Andrew, seconded by Nora Paulovich, carried.

#### 3. Approval of Minutes – Christine Suominen

- **December 14, 2023** - Change wording from protected to “extended” under 3.i.Governance & Nominating and under motion where says renewed change to “extended”. Must amend the motion. To be forward before the board at the AGM. Remove short turn around leader summit comment.
- **December 4, 2023**- Remove the amount of staff increase received. Add out of camera at 6:51 pm.
- **January 24, 2024** - Nora Paulovich made motion not Christine Suominen.

**Motion** to approve all minutes with amendments by Andy Pittman, seconded by Kathleen Linder, carried.

#### 4. ATB Wealth Report - Jeremy King (1:00 pm)

- Presented ATB report to board
- Explained investment program
- Economic update
- Labor market update
- Market update - building diversified portfolios to protect for downside risks
- Positive results in fixed income expected
- Equities - being cautious
- Account Update on all Funds
- Discussed breakdown of fee structure, investment policy of balanced portfolio, performance summary, strategies moving forward

Jeremy King left meeting virtually at 1:41 pm.

**5. 4-H Centre Update/Conflict Resolution - Sherry Howey** - joined meeting in person at 2:02 pm

- Presented to board maintenance updates and needs of 4-H Centre
- Incident Reports and Conflict Resolution -
  - Discussed and explained Code of Conduct Policy, confidentiality, 3 Strike Rule

Sherry Howey left meeting at 3:05 pm.

**6. Chair Report - Christine Suominen**

- Chair Report provided to all board members
- Chris Santangelo stepped down, will still have 4 voting members for the AGM
- Premier's Awards coming up she will be attending with Kurt Kinnear
- Board self assessment to be completed with results in May
- New board member nominations required

**7. Management Update Report - Kurt Kinnear**

- Management report provided to board
- Growing in programs
- Included cyber insurance
- Fund development updates
- Volunteer burnout results to be viewed in follow up meeting
- Introductory clubs follow up and discussion

April Apsden left meeting at 4:01 pm.

**8. Gov of AB Update - Carmen Andrew**

- Presented updates to the board on Agriculture and Irrigation
- Simone Demers-Collins inducted into Ag Hall of Fame, nominations open for 2024
- Open Farm Days
- 4-H grant application

**9. Committees Updates**

**i. Audit and Finance - Janice Wirsta**

**ii. Governance and Nominating - Scott Bodie**

- Provided update on interviews for board positions happening next week
- **Action:** Scott Bodie to send email to Calgary South regarding applicant for nomination
- Teresa Wasney to send Scott Bodie candidate's resume to forward to the region.
- Bylaws - need to meet again and have suggestions for amendments for AGM

**iii. Community Engagement - Kathleen Linder**

- Nominations for Hall of Fame, putting two names forward
- Must be announced to the people first before community
- **Motion** by Kathleen Linder that Christine Patten and Rhonda Clarke-Gauthier be approved as 2023/24 -4-H Hall of Fame Recipients, seconded by Austin Andrew, carried.

**iv. People and Resources - Syeda Khurram**

**v. Strategic Growth - Amanda Hardman**

vi. **Fund Development/Scholarships - Simone Demers-Collins**

**10. CFO Report - Candice McKay** (attending virtually after 3:30 pm)

- Presented report to board
- Confirmed dates with auditors, next Audit and Finance meeting April 29, AGM package out by May 1-3, AGM May 25
- Presented January 2024 Report
- Investments have recovered since Oct
- Discussed 2023 financials

**11. PLAC Report - Andy Pittman**

**12. Risk Register - Andy Pittman**

**13. AGM - Christine Suominen**

**14. Next Meeting:** Rescheduled balance of Agenda to Monday, March 11, 2024 at 7pm. **Motion** to adjourn by Kathleen Linder at 4:57 pm.

**April 29, 2024 @ 4pm - special audit meeting**

Date: 06/03/2024

Chair: 

**Christine Suominen**

Date: 05/31/2024

Secretary: 

**Nora Paulovich**