

March 9, 2017



**MANITOBA WOMEN'S INSTITUTE (MWI)  
Board Meeting - MINUTES  
March 9, 2017  
Teleconference**

**PRESENT:**

Ann Mandziuk	President
Denise Joss	President-Elect
Rose Bodz	Eastern Regional Rep
Peggy Bradshaw	Northwest Region Rep
Arenda Van Der Deen	SW "A" Regional Rep
Valerie Watt	Winnipeg/Interlake Regional Rep
Heather Klassen	Director-at-Large
Debbie Melosky	Government Appointed Representative
Liz Chongva	FWIC Executive Officer MB
Pat Orsak	MB Ag Representative
Julie Hockley	Executive Administrator

**ABSENT:**

Donna Young, Past President  
Audrey Clark, SW "B" Regional Rep  
Maren Mueller, Director at Large

March 9, 2017: Called to order at 1:30pm by Ann Mandziuk, President

**ADOPTION OF AGENDA**

**MOTION:** That the agenda be adopted as presented with the following additions: Valerie Watt/Rose Bodz; seconded and **CARRIED:**

- Update on potential nominees for Director at Large upcoming vacancy  
**UNDER NEW BUSINESS**
- Board suggestion to changing resolution process; decision on this item required  
**UNDER OLD BUSINESS**
- How to accommodate individual members who want to join and be part of a group effort

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of some kind on an ad hoc basis i.e. Baking competition group rather than a local  
**UNDER NEW BUSINESS**

## **APPROVAL OF MINUTES**

**MOTION:** That the minutes from the Board Meeting held February 1, 2017 be approved  
Debbie Melosky/Rose Bodz; seconded and CARRIED.

## **CORRESPONDENCE:**

**1. Email between Ann Mandziuk and Stephen Moses regarding the possibility of a board representative being appointed from the Human Ecology Department.**

**Discussed:** Potential appointee would come from the Department of Community Health Services, College of Medicine. Stephen Moses requesting information regarding WI mandate, activities and will then circulate to department members for potential interest; Ann Mandziuk to communicate requested information to Stephen via email mid-February.

**Action** – Ann will follow up with the student, Ashley, who attended the November 8, 2016 board meeting as potential board member or ideas for who to look into becoming a board member that would take place of the member from the Human Ecology Department.

**2. Correspondence to Ann Mandziuk from Carol Mravinec regarding the subject of power Smart and possible privatization of Manitoba Hydro.**

**Discussed:** Individual members are welcome to support this initiative as non-representative of WI; Board will not initiate a response at this time

**3. Correspondence to Ann Mandziuk from Norma Sherrer regarding an FWIC Project, “Great Canadian Quilt Bee”.**

**Action:** Regional Representatives will provide this information at the local level.

**4. Correspondence to the WI office from Grosse Isle Women’s Institute nominating Glen Knutson for the Erland Lee Award.**

**Action:** Only name nominated; deadline for nominations was February 2017; Julie Hockley to send to FWIC for deadline of March 2017 with \$15 fee provided by Grosse Isle.

**MOTION:** That all correspondence be received. Denise Joss/Liz Chongva; seconded and CARRIED.

## **COMMITTEE REPORTS**

**1. Finance (verbal report)**

Julie Hockley provided a verbal report. SENSUS accounting has completed the draft financial year end auditing documents; Julie Hockley will meet with Katie Farquhar to review. Julie will spend the month of April, and into May 2017, re-entering all of the financial information onto the re-installed version of Quick Books

**Action:** A meeting will be scheduled for the Finance Committee to meet in May/June to review above.

**2. Planned Program (written report) – Debbie Melosky**

Budget and MRWD report provided. Updates included, Fireside Chat speakers (6) have now been confirmed; Elaine Froese will provide her services without speaker fees, requesting travel expenses only, Keith MacPherson's fees and travel expenses will be covered by Canola Growers and Vicki Olatundun will charge no speaker fees, requesting travel expenses; admission fees will be \$20/members and \$25/non-members.

**3. FWIC 2018 Triennial Convention**

Members to book their own hotel rooms and submit expenses to office.

**MOTION:** To receive all reports. Debbie Melosky/Arenda Van Der Deen, seconded and CARRIED.

**4. Nominating Committee (verbal report) – Peggy Bradshaw**

Joan Clement has communicated that she would be willing to stand as nominee for the upcoming vacancy of Director at Large.

**UNFINISHED BUSINESS**

**Tabled Items**

No items.

**Action Items**

1. A meeting to be arranged between Ms. Grahn of the Bruce D. Campbell Food and Farm Discovery Centre and the President of MWI for further discussion.

**Ann Mandziuk met with Myrna Grahn on February 4, 2017; in conjunction with D. Campbell Food and Farm Discovery Centre, a radio talk show will be produced on a Saturday or Sunday; the Discovery Centre is looking for organizations to partner with; \$1500.00 would provide an organization with 15 professionally developed ads**

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**that would air on the radio show (10 pre-show and 5 in-show ads); the ads would be the organizations to then use in other ways; the show is pre-recorded and would also be an opportunity to have a member(s) appear on the show. Ann is waiting for further details and confirmation of above.**

**Action:** This will be moved to the Strategic Plan for consideration.

## **OLD BUSINESS**

- 1. Update on progress of playground structure at the Peace Gardens and how the \$5000.00 provided by MWI will be utilized.**

Audrey Clarke and Arenda Van Der Deen have plans to meet with Gary Enns in February/March 2017 and will report following a meeting.

- 2. The Resolution Book will be converted to a pdf document with optical character recognition outsourced to Change Makers...**

Julie Hockley to meet with Change Makers for a quote while at website training on March 14, 2017; new lap top may provide the ability to download updated Adobe software enabling the office to complete this task. Julie Hockley to report to Board if this is possible when quotes are given.

- 3. Manitoba Farm, Rural and Northern Support Services and the request for WI to fund the production of Sleepless in MB. Julie Hockley has emailed Janet Smith with a copy to Debbie Melosky asking for more detail regarding how WI will be promoted within document and how many copies we would receive.**

Debbie Melosky will follow up on the potential to purchase books.

- 4. Strategic Plan (DRAFT) – Julie Hockley has tentatively entered responsibility for Strategies/Tasks to committees and individuals.**

The Strategic Plan was reviewed for the above items and completed. See attached final copy of Strategic Plan.

**Action:** Julie Hockley to send an email to the Resolution's Committee

- 5. Communication Plan from Change Makers to be discussed in context of Strategic Plan and decisions as to what we will outsource to Change Makers. It has been determined that Heather Klassen, Valerie Watt and Julie Hockley will attend website training with Change Makers.**

**Action:** Marketing Committee will review the items of \$5000 for the cost of creating an Introductory Video and two Testimonial videos and the \$1500 for the updating of the

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brochure by Change Makers for recommendation to the Board. The recommendation will be presented at the April 2017 board meeting.

- 6. Suggested by Debbie Melosky that the board receive a review/orientation regarding how to set up a new Local/Branch so that if asked in their respective communities they are able to explain the process.**

Information provided and this item will be moved into the Board Policy review process.

- 7. Meeting with the Minister on March 3, 2017.**

**Action:** Ann Mandziuk provided a verbal report; Julie Hockley will provide written meeting notes.

- 8. Plans for how to efficiently conduct both the 2018 AGM and FWIC meeting; schedule for May and July respectively will be given to the Eastern Region to determine; i.e. The day at Portage.**

**Action:** This will be brought to the Regional Conventions for discussion and request for feedback from members.

- 9. Draft #5 of the Constitution and By-Laws has been circulated.**

**Action:** Board members to review and provide feedback via email.

- 10. Update on progress of playground structure at the Peace Gardens and how the \$5000.00 provided by MWI will be utilized.**

Nothing to report.

## **NEW BUSINESS**

- 1. Julie Hockley completed and submitted the annual Workers Compensation Board application and report 2016-17 submitted here for documentation in minutes.**

Item received for the minutes.

- 2. Valerie Watt to report on progress regarding updating the annual reports required by the Secretaries and/or Presidents of locals.**

Nothing to report at this time. Valerie Watt and Peggy Bradshaw to communicate on this subject.

- 3. Ann Mandziuk and Julie Hockley to report on progress regarding updating the Annual General Report.**

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**Action:** Julie Hockley to send Annual Report with the changes that are suggested from the meeting with Ann Mandziuk to the Board via email. **This item is time sensitive and a decision will be made via email so that the Annual Report can be completed by the May AGM.**

4. **Potential nominees for MB WI are Liz Chongva, Dianne Kowalchuk, Marion McNabb; Valerie Watt and Rose Bodz will work on the nomination documents.**

**Action:** Valerie Watt to continue work on this and report to board at next meeting.

5. **Heather Klassen will organize a coffee event in Winnipeg to connect with potential individual members and also introduce the concept of “like seeking like” and individual members coming together for ad hoc events.**

## **ANNOUNCEMENTS**

1. Ann Mandziuk - Provincial Council of Women has brought five resolutions forward and asking for the MB WI support/votes on these.

**Action:** Members will research assigned resolution and provide information for the Board by March 16th; Deadline for members to choose to vote or not vote on each resolution is March 18th; Deadline to provide same to Provincial Council is March 20th.

2. Valerie Watt – 231 likes on facebook

## **Adjourn**

**Meeting adjourned at 4:18pm**

Julie Hockley, Executive Administrator