



## MANITOBA WOMEN'S INSTITUTE (MWI) Minutes

Board Meeting  
Via ZOOM

May 19<sup>th</sup>, 2021

### PRESENT:

Debra Barrett	President
Liz Chongva	President Elect
Denise Joss	WI/FWIC Representative- Regrets
Angela Pickett	Executive Administrator
Heather Cummings	MB Government Appointed Member
Janice Harrison	Eastern Regional Rep
Peggy Bradshaw	Southwest Regional Rep
Thelma Blahey	MB Ag Representative- Reassigned
Gisela Nolting	Winnipeg-Interlake Regional Rep
Ann Mandziuk	Past President- Regrets

**Call to Order** at 1:35pm

### 1. Adoption of the Agenda

**Motion:** Moved by Janice Harrison that the agenda be adopted as amended.  
Seconded by Liz Chongva. **CARRIED**

### 2. Installation of the 2021-2022 Board Appointment of Liz Chongva as President Elect for 2021-2022

### 3. Approval of Minutes, March 17<sup>th</sup>, 2021

**Motion:** Moved by Heather Cummings that the minutes from the Board Meeting held March 17<sup>th</sup>, 2021 be approved as circulated. Seconded by Liz Chongva. **CARRIED**

#### **4. Acceptance of Month end Financial Report for February 2021.**

**Motion:** Moved by Gisela Nolting that the financial report for April 2021 be accepted as circulated. Seconded by Peggy Bradshaw. **CARRIED**

#### **5. Highlights of this meeting will be done by: Liz Chongva**

#### **6. CORRESPONDENCE-**

6.1 Letter received from the Minister's office congratulating MWI on their efforts over the past year.

#### **7. UNFINISHED BUSINESS**

7.1 Bylaw update: the invoice from the lawyer should be received shortly.

**Action:** Printing of Bylaw 2021 will be done in the office, there will be a watermark added to every page for security purposes. Two copies will be made for each Institute and Individual Members will receive an email copy.

7.2: Company Name Registration: expected to be received soon.

#### **8. NEW BUSINESS**

8.1: AGM 2021 by Canada Post: vote results will be published in the June/July newsletter.

8.2 AGM 2021 Membership questions: questions will be answered and published in the June/July newsletter.

**Discussion:** regarding the tender for quotes from three (3) accountants practicing in the Brandon area for the unaudited MWI Financial Statements.

**Action:** Tender requests, for quotes, to be initiated in September.

8.3 AGM 2021 Resolution ideas from the Membership were circulated amongst the board.

8.4 FWIC Resolutions: to date, no feedback has been received from the MWI members as requested in the April/May MWI newsletter. The majority of the board thought a \$2.50 raise in FWIC fees might be disapproved of by the membership.

8.5 MWI Women's Day: the Marketing & Promotions committee will be taking over the virtual format of the MWI Women's Day. These events will be open to the public on Zoom. The May presentation had 22 attendees and received positive feedback.

8.6 Monthly Zoom sessions: positive feedback has been received from members. We have had some non-members join. Participation has averaged 22-25 attendees. Virtual sessions

will continue after COVID restrictions are reduced/eliminated to continue reaching out to people who remain homebound.

8.7 MB Agriculture and Rural Dev. Rep: possible return date of late spring or early summer

8.8 Membership numbers are equal in the Eastern, Wpg/Interlake and Southwest regions.

**Action:** The Restructure Committee to investigate combining the 'Southwest' and 'Northwest' regions into one 'Western' region, as they are both served by one Board representative. Other boundary suggestions will be accepted for discussion.

8.9 Summer office hours: The office will be closed for the summer until August 30<sup>th</sup>. EA will check the mail, phone messages and emails weekly and do the finances at the month end.

8.10 Committee Structures for 2021-2022 were discussed and are in the process of being finalized.

8.11 Liz Chongva circulated a report to consider the provision of advertising by businesses in the MWI newsletter, including suggested prices. Ads would have to follow MWI's mission and vision. The money would go into the general operating fund.

**Motion:** Moved by Heather Cummings that MWI offer advertisements in the MWI newsletter, priced at: Business card size \$15.00, ¼ page \$40, ½ page \$65, and full page \$90. Seconded by Gisela Nolting. **CARRIED**

**Action:** Marketing & Promotions Committee to draft policies and procedures prior to opening the newsletter to accepting external agencies/organizations advertisements.

8.12 Discussion regarding MWI memberships with external organizations

**Motion:** Moved by Debra Barrett (Finance chair) that MWI purchase a membership to Ag in the Classroom in the amount of \$150.00. Seconded by Liz Chongva. **CARRIED**

**Motion:** Moved by Liz Chongva that MWI purchase a membership to the Costume Museum of Canada in the amount of \$35.00. Seconded by Peggy Bradshaw. **CARRIED**

8.13 Committee Reports for 2020-2021

**Action:** Committee chairs are to provide their year-end reports to the EA and incoming chairs by September.

8.14 Board meeting schedule for 2021-22

**Decision:** Board meetings will remain on the third Wednesday afternoon of every second month, starting at 1:30pm. Executive Committee meetings will remain on the alternate months.

## 9. COMMITTEE REPORTS

9.1 Executive – written report distributed

9.2 MWI Women’s Day – written report distributed

9.3 Marketing & Promotion – written report distributed

9.4 Bylaw & Policy – verbal report based on AGM vote

9.5 Resolutions – letters will be sent to the Minister’s office when complete

9.6 Scholarship – review of the applicants and decision will be made shortly.

9.7 Finance – written report distributed

CEBA 2 has been received in the amount of \$20,000 with a forgivable \$10,000 amount when repaid by deadline

9.8 IPG – written report distributed

9.9 FWIC – written report distributed

FWIC is investigating the sale of the homestead. Ballots have been issued to accept the new FWIC Bylaw changes, along with a proposed \$2.50 membership increase.

9.10 MB Agriculture and Resource Development – no report as the MARD rep has been temporarily reassigned

9.11 Agriculture & Rural Development – verbal report

Suggestion that when COVID restrictions lift, the board should gather in Brandon at the MWI office.

9.12 Nomination - no report

9.13 Strategic Plan – due for the annual review

9.14 Made in Manitoba Project – verbal report

Committee to remain intact for the coming year

10. In-Camera/Confidential Session: no in-camera session

**Next Meeting Date: June 16th, 2021**, in lieu of an Executive Committee meeting

Adjournment : Motion to Adjourn: Moved by Janice Harrison

Meeting adjourned by Debra Barrett at 3:35 p.m.