



MANITOBA WOMEN'S INSTITUTE (MWI) Minutes

Board Meeting
Via ZOOM

March 16th, 2022

PRESENT:

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

Call to Order 9:34 a.m.

1. Adoption of the Agenda – 9:35 a.m.

Motion: Moved by Ann Mandziuk that the agenda be adopted as amended.
Seconded by Michelle Gurman. **CARRIED**

2. Approval of Minutes , January 19th, 2022

Motion: Moved by Liz Chongva that the minutes from the Board Meeting held January 19th, 2022 be approved as circulated. Seconded by Peggy Bradshaw. **CARRIED**

3. Acceptance of Month end Financial Report for February 2022.

Motion: Moved by Ann Mandziuk that the financial report for February 2022 be accepted as circulated. Seconded by Michelle Gurman. **CARRIED**

4. CORRESPONDENCE

4.1: RREX reports our scholarship fund is at \$50,756 for 2021. EA contacted RREX regarding the potential of adding another \$1000 scholarship and was advised that in order for a 3rd \$1000 scholarship to be added the fund would have to grow to \$60,000 as more than 5% of the fund balance cannot be given away.

4.2: EA contacted the CRA to confirm spending requirements due to our charitable status. A registered charity must spend at least 3.5% of value of their total assets each year.

4.3: Invitation to the Ag Hall of Fame AGM on April 7th, 2022. EA has the information should any board member wish to attend.

4.4: Director and Officer Liability insurance yearly billing from the Co-operators has arrived in the amount of \$936.25.

Motion: Moved by Janice Harrison that the bill for the Director and Officer Liability insurance in the amount of \$936.25 be paid. Seconded by Peggy Bradshaw. **CARRIED**.

Action: EA to send payment for the policy.

4.5: Invoice received from Sensus in the amount of \$3578.40 for their professional services in completing the year-end Financial Statements.

Motion: Moved by Liz Chongva that the bill for the preparation of the Financial Statements by Sensus in the amount of \$3578.40 be paid. Seconded by Heather Cummings. **CARRIED**.

Action: EA to send payment to Sensus.

5. UNFINISHED BUSINESS

5.1: Accessibility Training- a number of board members have completed the mandatory training due in May.

Action: EA to resend the link for the training to the board.

6. NEW BUSINESS

6.1 Suggestion to run a promotion for a Pro-Rated membership of \$20.00 for half a year: May to November- the board was unanimously opposed to pursuing a pro-rated membership

6.2 Quote from Co-operator's insurance for contents insurance: The Finance Committee recommends that the board approve the purchase of contents insurance.

Motion: Moved by Janice Harrison that MWI purchase content insurance for under \$10,000 in the amount of \$53.00 for the year. Seconded by Ann Mandziuk CARRIED.

Action: EA to contact Co-operators Insurance to set up the policy.

6.3 AGM 2022- a timeline of the events for the mail-in AGM was provided to the board

6.4 COVID Sharing Our Stories- a draft budget was created for the purpose of applying for grants. If a grant is not received, the project will be modified due to funding constraints.

Motion: Moved by Ann Mandziuk that the board approve the draft budget for the COVID stories project. Seconded by Michelle Gurman. CARRIED

Action: Board is to share the MWI posts of the COVID-19 Story information on social media, Twitter and Facebook.

Action: Regional reps to contact members and encourage their members to submit a story.

6.5: MWI Women's Day- a discussion regarding the feasibility of holding an in-person event in the fall. A decision was made to postpone the in-person event until 2023.

6.6 Reprinting of books authored by MB institutes- discussion regarding unauthorized parties printing MWI/local Institute materials without the consent of MWI. Property of any disbanded institute becomes property of MWI. Further research is needed on this topic.

Action: Debra to contact Thelma Blahey regarding opinion and further discussion to be held at the May board meeting.

6.7 Support for Ukrainian refugees arriving in Manitoba and/or refugee camps.

Action: Peggy to head a committee similar to the Made in Manitoba project to procure donations.

6.8 Special UN Days: MWI will be posting UN Days for member and public knowledge.

Action: EA to add the UN Days info to MWI calendar and post on social media.

Action: Ann to add the information to the newsletter.

7. COMMITTEE REPORTS

7.1 Executive- The Executive Committee has utilized email communication to complete any MWI business discussions. With COVID limiting our business and regular board meetings there has been little business needing to be transacted outside of a full board meeting.

7.2 AGM 2022 & MWI Women's Education Day- no report

7.3 Marketing & Promotion- WI Day zoom celebration had a great atmosphere and positive feedback was received from those who attended, possible Zoom topics discussed for the Spring. We have had an increase in our social media following.

7.4 Bylaw & Policy- The Policy Manual is complete and will be finalized once the Finance Committee receives feedback regarding the percentage of funds which not-for-profit organizations must use pursuant to Canada Revenue Agency regulations.

7.5 Resolutions- A final report was submitted outlining the committee's activities. Four resolutions were submitted. All committee members have express interest in staying on the committee for the 2022-2023 resolution cycle

7.6 Scholarship- no report

7.7 Finance- The Committee met on March 8th to discuss the RREX fund, MWI current inventory for insurance purposes, membership numbers, Financial and EA report for February, printing costs for the AGM, and the potential of a MWI Women's Day in 2022

7.8 IPG- No report

7.9 FWIC- No report

7.10 MB Agriculture and Resource Development- Manitoba Agriculture recently hosted a very successful virtual Protein Strategy conference. There have been some changes and reorganization within the teams. The department has been renamed Manitoba Agriculture, the work is once again focussed on the moving forward of the ag industry.

7.11 Agriculture & Rural Development- Gisela Nolting attended the zoom presentation via FWIC on March 7, 2022 on food security and food waste. There were 44 zoom participants from across Canada.

7.12 Nomination- there have been no responses to requests for nomination or volunteers for any board positions.

7.13 Strategic Plan- The Strategic Plan has been finalized and distributed; MWI will be utilizing the document to guide our business focus and processes.

7.14 Made in Manitoba Project- The project was a success with many material donations as well as monetary donations totalling \$2,725.

7.15 Restructuring Committee- The AGM 2022 mail in ballot will include a vote for members to determine if the Southwest A region will be renamed to Southwest. With the sole Winnipeg WI disbanding should MWI also canvas members to determine if they think Winnipeg and the Interlake should become two regions.

7.16 Executive Administrator- EA provided a document outlining the recent office activities to the board.

8. In-Camera/Confidential Session- no discussion

The board bid farewell to Janice Harrison as this was her last board meeting. Janice has been a member of the Provincial Board for several years. MWI appreciates the time Janice Harrison has committed to MWI as well as her many contributions and ideas. Thank you, Janice!

Next Board Meeting Date: May 18th, 2022 at 9:30 a.m. via Zoom

Adjournment: Motion to Adjourn: Moved by Ann Mandziuk.
Meeting adjourned by Debra Barrett at 11:14 a.m.