



## 4-H Alberta Board Meeting

Alberta 4-H Centre

June 12, 2022 @ 9 a.m.

**Attendees:** Andy Pittman (Chair), Christine Suominen, Syeda Khurram, Lyanne Almberg, Nora Paulovich, Andrea Hanson, Janice Wirsta, Kathleen Linder, Scott Bodie, Simone Demers-Collins, Amanda Hardman, Kurt Kinnear (CEO), Candice McKay (CFO) and Simone Willmann

**Regrets:** Charlene Preston, Jake Kotowich (GOA)

### Pledge

#### 1. Opening Comments/Call to Order – Andy Pittman

Andy Pittman called the meeting to order at 9:07 am.

#### 2. Approval of Agenda – Andy Pittman

Motion to approve the agenda as presented by Andrea Hanson

Seconded by Kathleen

Carried.

#### 3. Introductions for new Board members

All board members introduced themselves.

#### 4. Approval of Minutes – Andy Pittman

##### - May 2, 2022

**Motion:** Nora Paulovich moves to approve the May 2, 2022 Minutes as presented.

**Seconded:** Christine Suominen

Carried

##### - May 9, 2022

**Motion:** Christine Suominen moves to approve the May 9, 2022 Minutes as presented.

**Seconded:** Nora Paulovicu

Carried.

##### - May 30, 2022

**Motion:** Scott Bodie moves to approve the May 30, 2022 Minutes as presented.

**Seconded:** Kathleen Linder

Carried.

#### 5. Election and Appointment of Officers - Andy Pittman

- Chair
- Vice-chair
- Treasurer
- Secretary

Discussion of Officers and the length of terms.

Confirmation of persons holding the positions, Chair, Vice-Chair, Treasurer.

Andy Pittman made the call for a Nomination for Secretary.

Christine Suominen nominated Nora Paulovich for Secretary.

Nora Paulovich accepted the nomination.

**Carried:** Nora Paulovich as Board Secretary.

**6. Leadership Training Requirements for New/All Directors – Andy Pittman**  
Andy Pittman presented the Orientation Check-list.

**7. CFO Update and Report – Candice McKay**

**9.1 Balance Sheet and Income Statement**

**9.2 ATB Investment Summary**

**9.3 2021 Budget Report**

Candice McKay presented the CFO report to the Board.

**Motion:** Syeda Khurram moves to approve the Financial Report as presented.

**Seconded:** Nora Paulovich

**Carried**

Candice McKay left the meeting at 9:52am.

**8. Chair Report - Andy Pittman**

Andy Pittman presented his report to the Board.

Andy, Christine and Kurt met with Minister Nate Horner in late May.

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

Kurt Kinnear presented his report to the Board.

**10. Committees Updates, Summary of Committee Roles, Appointment of Chairs**

Each of the Committee chairs presented a summary of their Committees and provided a brief update.

- **Audit and Finance - Syeda Khurram**

Syeda Khurram will continue as the chair of the Audit and Finance Committee for another year.

**Carried.**

- **Governance and Nominating - Nora Paulovich**

Nora Paulovich is stepping down as the Governance and Nominating Committee chair.

Scott Bodie was nominated as the chair of the Governance and Nominating Committee. Scott Bodie accepted the nomination.

**Carried:** Scott Bodie as the Governance and Nominating Committee Chair.

- **Community Engagement - Andrea Hanson**

Composed of the Area Directors. (no TOR currently for this committee)

Andrea Hanson will continue as the chair of the Community Engagement Committee.

**Carried.**

- **People and Resources - Christine Suominen**

Christine Suominen will continue as the chair of the People and Resources Committee.

**Carried.**

- **Programs and Growth - Andy Pittman**

Andy Pittman provided an overview of this Committee and shared that the Youth Representative has chaired this Committee in the past year.

Amanda Hardman was nominated as the chair for the Programs and Growth Committee. Amanda Hardman accepted the nomination.

**Carried:** Amanda Hardman will serve as the chair of the Programs and Growth Committee.

- **Scholarships - Janice Wirsta**

Janice Wirsta was nominated as the chair of the Scholarship Committee. She accepted the nomination.

**Carried.**

**ACTION ITEM** - Committees will review their TORs at their next meeting.

**11. Board Exit Interviews summary - Christine Suominen**

Christine Suominen presented her summary report of the Board Exit interviews.

The Board agreed that this was a good process to have in place and should continue into the future.

**12. Board Self-Assessment summary - Andy Pittman**

Andy Pittman presented the summary report of the Board Self-Assessment.

The Board agreed that this was a good process to have in place and should continue into the future.

**13. Board Meeting Schedule and Committee Schedules for 2022/23**

**ACTION ITEM** - Kurt Kinnear will check in with Candice McKay and Baker Tilly Catalyst about an updated timeline for next year's audit.

September 17, 2022 9am-4pm at the 4-H Centre (with a virtual option).

Meeting with the Regional Executives in November. Date TBD.

December 5, 2022 4-6pm Virtual Board Meeting.

March 4, 2022.

**14. Orientation for new Board members - Christine**

A new Board member orientation will be held in later June. Christine Suominen will lead this.

**15. Next Meeting**

September 17, 2022 9am-4pm at the 4-H Centre (with a virtual option).

Simone Willmann left the meeting at 11:47am.

**16. In-Camera**

**Motion:** Nora Paulovich moved to go in-camera at 11:55am.

**Seconded:** Simone Demers-Collins

**Carried.**

Kurt Kinnear left the meeting at 12:08pm.

**Motion:** Simone Demers-Collins moved to go out of in-camera at 12:20pm.

**Seconded:** Amanda Hardman

**Carried.**

**17. Adjournment**

**Motion:** Nora Paulovich moved to adjourn the meeting at 12:21pm.

**Seconded:** Amanda Hardman

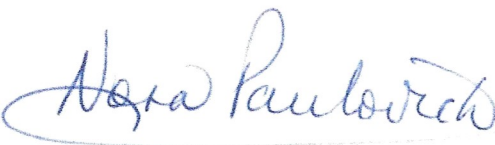
**Carried.**

Minutes of the June 12, 2022 Special Board Meeting:



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4-H Alberta Board Chair, Andy Pittman



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4-H Alberta Board Secretary, Nora Paulovich