



4-H Alberta Board Meeting

Lacombe Memorial Centre

September 17, 2022 @ 9 a.m.

## MINUTES

**Attendees:** Andy Pittman (Chair), Christine Suominen, Syeda Khurram, Lyanne Alberg, Nora Paulovich (virtual), Andrea Hanson, Janice Wirsta (virtual), Kathleen Linder, Charlene Preston (virtual), Simone Demers-Collins, Amanda Hardman, Candace McKay (CFO - virtual), Carmen Andrew (GOA), Kurt Kinnear (CEO), Teresa Wasney (recording secretary - virtual)

**Regrets:** Scott Bodie

**1. Opening Comments/Call to Order - Andy Pittman**

- 9:14 am meeting called to order

**2. Approval of Agenda - Andy Pittman**

- **Motion** to approve agenda by Christine Suominen; seconded by Amanda Hardman. All in favor. CARRIED

**3. Approval of Minutes - Andy Pittman**

- **Motion** to approve Minutes of June 12, 2022 by Kathleen Linder; seconded by Simone Demers-Collins. All in favor. CARRIED.
- **Motion** to approve Minutes of September 1, 2022 by Syeda Khurram; seconded by Nora Paulovich. All in favor. CARRIED.

**4. Chair Report - Andy Pittman**

- Presented chair report to the board

**5. CFO Update and Report - Candace McKay**

- Presented Balance Sheet and Income Statement, ATB Investment Summary, and 2022 Budget Report
- **Motion** to approve CFO Report by Christine Suominen, seconded by Amanda Hardman; All in favor. CARRIED.

**6. CEO Management Update Report - Kurt Kinnear**

- Presented his report to the board
- Foundation named Patty Storey secretary, Colin Heppner treasurer/audit and finance, Patti Brewin chair

**7. Alberta Government Update - Carmen Andrew**

- Jake Kotowich is no longer GOA representative, Carmen Andrew as interim representative until position filled
- Presented update to the board from the Government of Alberta

**8. Scholarships - Janice Wirsta**

- Presented report to the board
- Committee to set meeting schedule in advance to next June and review TOR

**9. Audit and Finance - Syeda Khurram**

- Presented report to the board

**10. Governance and Nominating - Nora Paulovich for Scott Bodie**

- Presented report to the board
- Nora Paulovich and Andy Pittman up for election at 2023 AGM

**11. Community Engagement - Andrea Hanson**

- Presented report to board
- Terms of reference will be reviewed

**12. People and Resources - Christine Suominen**

- Presented report to the board
- **Motion** by Christine Suominen to go in camera at 1:17 p.m.; seconded by Charlene Preston; all in favor. CARRIED.
- Teresa Wasney and Carmen Andrew left the meeting.
- **Motion** by Amanda Hardman at 2:12 pm to go out of camera; seconded by Kathleen Linder; all in favor. CARRIED.
- Teresa Wasney and Carmen Andrew returned to the meeting
- **Actionable Item** - CEO will inform staff when a Human Resources firm has been hired.

**13. Programs and Growth – Amanda Hardman**

- Presented report to the board

**14. Board Meeting Schedule and Committee Schedules for 2022/23 - Andy Pittman**

- Fill out master schedule as committees schedule/work through the year

**15. Leadership Training Requirements for Directors – Andy Pittman**

- Kurt Kinnear to send requirements to board

**16. Hall of Fame update – Andy Pittman**

- Andy Pittman to forward to board honorary member nominations

**17. November In-Person Meeting with Regional Executives – Format, schedule, topics - Andy Pittman**

- Meeting set for **November 19th at 4H Center if available** with regional executives

**18. Oversight and Governance Discussion - Andy Pittman**

- Will be presented by Scott Bodie at future meeting

**19. Strategic Plan – review and discussion - Andy Pittman, Christine Suominen**

- Discussions held on strategic and operational planning

**20. Next meeting - Virtual - December 12, 2022, 4:00 pm - 6:00 pm**

**21. In Camera**

- **Motion** made by Simone Demers-Collins to go in camera at 3:55 pm; seconded by Amanda Hardman; all in favor. CARRIED.
- Teresa Wasney, Carmen Andrew and Kurt Kinnear left the meeting.
- **Motion** made by Amanda Hardman at 4:32 pm to go out of camera; seconded by Nora Paulovich. All in favor. CARRIED

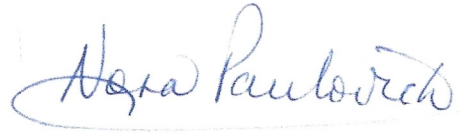
**22. Adjournment**

- **Motion** made by Andrea Hanson to adjourn the meeting at 4:33 pm; seconded by Amanda Hardman. All in favor. CARRIED



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4-H Alberta Chair, Andy Pittman



4-H Alberta Secretary, Nora Paulovich