

Board Voice Society of BC – Meeting Agenda

Date: April 19, 2021

Item	Time and Lead	Supporting Documentation	Action
1. Meeting Opening <ul style="list-style-type: none"> a. Land acknowledgement b. Apologies c. Each director invited to take 20-30 seconds to share one challenge and one exciting development from their organization that informs the work of BV 			
2. Approval/additions to agenda			
3. Approval of consent agenda <ul style="list-style-type: none"> a. Previous minutes b. ED report c. Committee reports 		Yes – page 2	
4. Matters for decision <ul style="list-style-type: none"> a. Approve February financials (sent via email) b. Treasurer's report c. Move that whereas Treasurer William McMichael will be leaving the board in May, board co-chair Terry Anne Boyles be appointed as treasurer effective April 20, 2021. d. Move that whereas Board Voice is required by Coast Capital Savings to have a minimum two current board directors as signers at all times, that Terry Anne Boyles be added as a signer on the Board Voice account 			
5. Matters for dialogue			

Tasks/Item	Notes	Action Items
Welcome/Acknowledgement /Check-In Purpose: to give all a chance to speak so we can be fully present for this meeting; to hear brief updates on what is happening in directors' agencies/communities	<ul style="list-style-type: none"> - Barbara Brown has stepped down from the Board. - PCRS moving headquarters into co-op space four other organizations, including MCFD. - Options raising funds for affordable housing with BC Housing/City of Surrey. - Clements launching capital campaign for child development centre. 	
Approval of Agenda Consent Agenda <ul style="list-style-type: none"> • Minutes from last meeting • ED written report 	<i>Motion to Approve Consent Agenda:</i> Ajit Sinha, Eleanor Calder. Carried.	
Updates <ul style="list-style-type: none"> • Treasurer's report • Provincial project 	<ul style="list-style-type: none"> - Ajit Sinha is on track to be added as a signer following his March 20 meeting with the bank; Bill McMichael is the other board director with signing authority. (Coast Capital requires that BV has two current directors as signers at all times). - Since Bill McMichael is leaving the board this year, there is an urgent need to have an additional signer required. - No unusual expenditures in February (insurance, bookkeeping, project honoraria for content development, contract staff paid). - Co-chairs will be reviewing Board Voice bank account to see if there is any benefit to moving to a branch in Surrey near Options, 	<p>Jody will follow up with Options CEO regarding banking.</p> <p>All Board Members to consider people</p>

<ul style="list-style-type: none"> • Roundtable update • Committee reports <p>Board Voice board calendar</p>	<p>where two non-board signers work.</p> <ul style="list-style-type: none"> - Working with consultants who design online delivery - Judy Rees and Steve McCann (UK based). - Regions will be divided, and we are focusing on 5 regions rather than 12 communities, as was the original plan, to minimize volume of workshop deliveries. - Prioritizing Board Voice members, potentially charge fee for non-members. - Group size will be small for effective learning (12-20 people). - No meeting since last Board Meeting, next one scheduled for March 17. - Advocacy Committee: Most recent political meeting for board of directors was with Green MLA Sonia Furstenau - Policy Committee: Completing review of policy manual for May 31st. - BV was planning conference in the spring, but conference postponed (COVID-19). - AGM planned for September. Need to choose a date. - Terry Anne will be rewriting Mission/Mandate/Purposes to address some items. 	<p>they know who might have facilitation skills and familiarity with Zoom, keep candidates in mind. Content would be available for these assisting facilitators to use.</p> <p>All Board Members to check their agency's AGM date and email Jody.</p>
<p>Action items</p> <ul style="list-style-type: none"> • Board Voice and Friends presentations 	<ul style="list-style-type: none"> - We are exploring the concept of presentations/Q&A with key B.C. advocates (Jennifer Charlesworth, Isobel Mackenzie, Ombudsperson) for Board Voice 	

<ul style="list-style-type: none"> • 2021-22 budget • Switch to online board documents behind password • Review of BV nominations process <p>“Temperature Check”</p>	<p>directors and selected member organizations.</p> <ul style="list-style-type: none"> - Considering speaker for AGM, Advocacy Committee will suggest some names. - Jody noted that more of her time will be required for her to continue managing the provincial project in September (currently fits in regular hours). - Suggestion to compile all BV documents in portal – general consensus to do this. - Up to 15 people permitted on BV board, up to 6 new people this year if possible. Seeking new directors for BV. - Bill McMichael leaving this year, new nominee from PCRS. - Particularly seeking someone from Southeast region of BC. - Update on COVID-19 current situation, and what do people need to feel more comfortable in their role as a BV director. (Board directors asked to reflect and send thoughts in an email.) 	<p>Jody will create password protected area on BV website for key documents.</p> <p>All Board Members to send potential nominations to Eleanor and Terry Anne.</p> <p>Bill to send bio to Eleanor and Terry Anne for PCRS nominee.</p> <p>All Board Members to think about what they need as a BV director, to inform future orientations and director support.</p>
<p>Wrap Up</p> <ul style="list-style-type: none"> • Actions this month • Topics for next agenda • Feedback on meeting 	<ul style="list-style-type: none"> - Budget - Utilizing Board Voice calendar for next agenda. <p><i>Since there is no further business, the Chair declared the meeting adjourned.</i></p>	

NEXT MEETING	April 19, 2021	
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Executive Director's report

Board Voice advocacy:

April began with a Zoom session for our board of directors with Attorney General David Eby. We are awaiting follow-up from the Children and Family Development Minister Mitzi Dean after sending out another request for a meeting with her. We have recently heard back from the office of Jennifer Charlesworth, Representative for Children and Youth, and will look forward to that session perhaps in May. These sessions are excellent for introducing Board Voice to decision-makers who don't know us yet, and opening the door to further engagement on issues such as BC's homelessness strategy, as we saw in the meeting with Eby.

We are also engaging at the federal level with the CRA Advisory Committee on the Charitable Sector, and did a focus group with the Purposes and Activities Working Group of that committee on hurdles to charities pursuing commercial activities.

Advocacy issues for members:

I wrote 12 profiles on 12 members at the request of the Social Development and Poverty Reduction Ministry (for Community Social Services Awareness Month in March), and in that work learned that stable funding remains the critical issue. In a number of cases, whole programs of important social services (counselling, community support for vulnerable adults) have depended for years on either fiscal year-end surpluses or year-to-year decisions that come at the very last minute. It will be vital to press this point at the Roundtable working group on procurement and contracting.

We also heard from one member who bid on a major contract for 10 youth addiction beds only to see the contract direct-awarded to a private company under the direction of a local doctor. The reason for the direct award was because the health authority said they needed "immediate" beds, but there is no indication that the new private company will be able to make those beds happen immediately either.

Financial processes:

Things are still a bit bumpy as we adjust to "life after Craig," but the 2021-22 budget is well underway and we are beginning the fiscal year with a \$30,000 surplus owing to a small profit we made at our 2019 conference and a generous gift from Craig as he departed our board.

Memberships:

Invoicing was completed before the end of March and we have had payment from approximately a third of our members. This is an improvement over previous years! We have not had any communication with a member saying they won't be renewing, but usually we only

learn that part after a couple of nags around why we haven't received payment. We will follow up with reminders at the end of April.

Financial statements:

Our contracted bookkeeper was on holidays for the first part of April, but we are anticipating having our year-end statements by April 15. They will be forwarded to the board as soon as the finance committee has reviewed them.

Feedback from Directors

In response to the question, "What do you need, as a Board Voice director, to support you in carrying out your roles and responsibilities?" directors' responses included:

#1

I need a way to engage initially with the organizations that will provide more motivation to carry on a conversation regarding Board Voice. I do know a few but during the tight budget era that most of these organizations are dealing with it is especially challenging to get past the initial few comments and find commitments and development of the collaboration.

Most organization have a physical pamphlet or brochure, but I also think we need a marketing tool that boards can present virtually such as a small YouTube clip or video. It may have more impact than just a power point presentation.

How do I engage with a tool that directly shows how Board Voice can make a difference, especially when looking how their own boards can enhance the long term impacts such as dealing with procurement and funders?

I have contacts with a local radio station that would likely place a radio advertisement about our organization both on their Facebook page as well as via the local radio broadcast. How do we develop that content and engage technically?

Having brainstorming sessions really helps me with other directors – other than just time at the board meetings.

I could use some training in how to understand the finances of non-profits better than I do. Some of the financial statements and budgets that come out are difficult for me to read (between the lines). Some useful resources such as books or videos that can be recommended would improve my literacy. Another area that would be useful is one on how to engage with the public, especially in areas of finding funding and engagement with projects.

#2

As a new board member, I've been able to grasp what we are doing and where we are heading, however I would appreciate a deep dive on the challenges and road blocks on a key strategic initiative. I feel I skim the surface without that in-depth understanding. Ex. A timeline doc/chart mapping the progress on social policy framework will really help.

#3

I think we have great staff support already and when we need more hands on deck at times for our larger initiatives and conference planning, development and onsite implementation, board members have responded with enthusiasm.

#4

A conversation with the Co-chairs was helpful to feel welcomed. At the AGM, the first meeting was all learning the names of the Directors and of course some personalities.

The message that Jody sent to the new organization a few weeks ago was helpful to know how we connect and the role organizations also play for Board Voice (they are our ambassadors also).

Need a 30 second elevator speech and a role play of how to use it.

Our role as ambassadors for the organization, maybe a repeat of Jody's 2018 presentation at the AGM.

Need to understand our responsibility for Board Voice, we are the Voice, and need to be engaged just like YOU or at least 50% just like you!

#5

It would have been helpful to me if I had been paired up with an experienced Board Voice Board member. When I started working with Bill on policy, I felt much more comfortable as a Board member.

Regarding COVID I miss our conference. I knew our meetings would be via Zoom. I don't know what to say regarding COVID but things will for sure change now.

#6

Getting a proper Treasurer

#7

More opportunity to learn about and actively pursue ambassadorship role; clarity about and support for BV board directors in getting members for BV

#8

1. Is there a set elevator talk which we can use to communicate clearly what BV does, role and the reason for its existence. There are many nonprofits, why us? The background is the need to be equipped to enlist membership or eagerness or volunteers. What can we show? We do have material from Jody but that seems to be outdated because of the data it speaks about.
2. The level of participation should move towards interaction and sharing the load of the few on whose shoulders all the work falls. It is agreed that all of us are already having responsibilities from the home board and some of us are working professionals. The fact is we are a part of BV and have to participate by giving time and sharing skills.
3. We desperately need a finance background BV member. This is known already but is now affecting the due diligence or lack of due diligence of the finance piece.

Report to Board Voice members on achievements of 2020-21 Strategic Plan goals

Advocacy on issues of BC non-profit community social services sector

- Zoom meetings with our board and Social Development and Poverty Reduction Minister Nicholas Simons, Attorney General David Eby; Parliamentary Secretary to the Charitable and Non-Profit Sector Niki Sharma; Green Party Leader Sonia Furstenau; and Liberal MLA Karin Kirkpatrick, official Opposition Critic for Children, Family Development, and Childcare.
- Participation in regular (roughly quarterly) meetings of the Social Services Sector Roundtable, and weekly covid-related calls in first 4 months of the pandemic, which ensured we had the latest information coming out of government and were able to share our sector's concerns directly to decision-makers. Board Voice sits on procurement/contracting sub-group as well as human resources, both of which are in early days of engagement but will be bringing key players in government and our sector together to address issues, problem-solve, map new directions.
- Submission to Select Standing Committee on Finance and Government Services, along with others in our sector, which yielded two important recommendations from the SSCFGS for Budget 2021: One to develop a social policy framework in BC, and the other to sustain and support the work of the charitable sector through multi-year contracts.
- Collected stories from nine of our member organizations on innovations and challenges in managing operations during the pandemic and shared this with our members, allies, and all stakeholders at the SSS Roundtable.
- Profiles on 12 member organizations written by BV executive director and featured on Ministry of Social Development and Poverty Reduction website in March 2021

(significant media coverage of individual organizations and Community Social Services Month as a result)

- Outreach to federal CRA Advisory Committee on the Charitable Sector has led to Board Voice being part of focus groups on modernizing of federal charity legislation (first focus group April 9)
- Participating in an ad hoc working group at provincial government level looking at salary grid issues between BC Housing and MCFD for supportive housing staff

Advocacy for a Social Policy Framework for BC

- Submission to Select Standing Committee on Finance and Government Services
- Letters to all BC social ministries referencing work of Board Voice
- Opportunities for this conversation ongoing at the Roundtable meetings
- Topic raised in all meetings with social ministers

Member Development and Knowledge Sharing

- Production of a how-to guide for registering and reporting as a lobbyist
- Zoom session for Board Voice board with Registrar of Lobbyists Michael McEvoy
- Profiles on 12 member organizations written by BV executive director for Ministry of Social Development and Poverty Reduction website in March 2021. Stories are now featured permanently on the Board Voice website
- Ongoing development of provincial project that will provide virtual capacity-building sessions for community social service boards and senior staff all over BC (funded by Ministry of Social Development and Poverty Reduction)
- Up-to-date and relevant website, including growing library of governance resources
- Monthly newsletters
- Weekly e-blasts

Sustainability

- Maintained membership through the pandemic and added two new members
- Provincial project to develop capacity workshops for boards is providing additional admin revenue and support costs of staff through 2023
- In conversation with allies about additional revenue to support Board Voice to work on specific policy issues relevant to our entire sector
- Purposes being reworked to prepare for another run at seeking charitable status

Board work calendar activities for this month and May

April

- Board meeting April 19
- Advocacy committee update to board
- Organize nominations and other AGM activities
- Provincial project module ready to pilot
- BC Budget (April 20)
- Communication to BC advocates (Isobel Mackenzie, Jennifer Charlesworth, Jay Chalke) re Zoom presentation/conversation with board – **Working on a date with Jennifer, awaiting response from Seniors and Ombudsperson**

May

- Board meeting May 17
- Policy committee update to board
- Potential virtual engagement opportunity for members – **decision needed**
- Confirm date/deadline for submission to Select Standing Committee on Finance and Government Services; share information with members and encourage their own presentations
- Seek opportunities for board to connect to key MPs for general conversation around federal government/charitable sector issues (**note: federal election expected in June**)