



**MINUTES
April 21, 2023**

Present: Brandi Rai, President
Kerry Bodell, Director
Melissa Smith, Director
Shelley Odishaw, Vice President
Greta Gerstner, Director
Krista Li, Director

Regrets/Leave: Andi McDonald

Staff: Wendy Keiver, Executive Director

1. CALL TO ORDER AND WELCOME

President Rai called the meeting to order at 8:03 a.m. on Friday, April 21, 2023, and welcomed everyone. She provided a Treaty and Territory Acknowledgement. Directors then participated in a team building activity.

2. BOARD MEETING PROTOCOLS/TEAM AGREEMENT/CULTURE CONTAINER

The ASCA Board Meeting Protocols, the ASCA Team Agreement, and the ASCA Culture Container were supplied for information and review.

3. REVIEW OF THE CONSENT AGENDA

3.1 Previous Board Minutes & Action/Motion Tracking: March 18, 2023

MOTION: *Directors Li/Bodell*

That the ASCA Board of Directors adopts the March 18th, 2023, Board Meeting Minutes as presented.

ADOPTED UNANIMOUSLY

MOTION: *Directors Li/Bodell*

That the ASCA Board of Directors adopts the April 21st, 2023 Consent Agenda as presented.

ADOPTED UNANIMOUSLY

4. BUSINESS: STEWARDSHIP AND REPRESENTATION

4.1 Stewardship (Association Oversight)

A. Advocacy Committee

No Report

B. Fund Development Committee

No Report

C. Governance Committee

No Report

D. Internal Finance Committee

No Report



E. Legacy Committee

No Report

F. Member Engagement Committee

No Report

G. Nominations Committee

No Report

H. Recognition Awards Committee

No Report

I. Education Issues and E-Scan

No Report

J. Financial Report

- i. Income Statement at March 31, 2023 forecast and revised budget

MOTION: Directors Gerstner/Li

That the ASCA Board of Directors adopts the March 31, 2023 Income Statement with 2022-2023 Budget and Year End Forecast for information.

ADOPTED UNANIMOUSLY

- ii. Balance Sheet at March 31, 2023

MOTION: Directors Bodell/Smith

That the ASCA Board of Directors adopts the March 31, 2023 Balance Sheet for information.

ADOPTED UNANIMOUSLY

- iii. Current Reality 03.31.23

MOTION: Directors Li/Gerstner

That the ASCA Board of Directors direct the Executive Director to share, on screen only, the Current Reality document at the 2023 ASCA AGM.

ADOPTED UNANIMOUSLY

K. Board Progress: Vision Path Destinations and Growth Goals Progress

No Report

L. Executive Director Report

- i. No Report

M. Board Management

- i. Mentorship/PODs

- ii. In Camera



MOTION: Directors Gerstner/Li

That the ASCA Board of Directors moves in camera to discuss the Executive Director contract and compensation.

ADOPTED UNANIMOUSLY

MOTION: Directors Bodell/Smith

That the ASCA Board of Directors moves out of camera.

ADOPTED UNANIMOUSLY

- iii. Conference and AGM Update/Prep
The Executive Director provided a verbal update related to conference and AGM registration, roles, and logistics.
- iv. Executive Director Contract and Compensation

MOTION (from in Camera): Directors Bodell/Smith

That the ASCA Board of Directors approves the Employment Agreement with the Executive Director, as presented April 21, 2023, with the direction provided by the Board related to owed vacation compensation.

ADOPTED UNANIMOUSLY

- v. Co-Marketing Proposal

MOTION: Directors Li/Gerstner

That the ASCA Board of Directors agrees to the concepts of the KEV Group LunchBox Co-Marketing Proposal, giving the ASCA Executive Director the authority to negotiate reasonable ASCA responsibilities and compensation.

ADOPTED UNANIMOUSLY

MOTION: Directors Smith/Bodell

That the ASCA Board of Directors directs the Executive Director to undertake activities required in collaboration with KEV Group to ensure the ASCA Members LunchBox Program is ready to pilot for the 2023-2024 school year.

ADOPTED UNANIMOUSLY

MOTION: Director Smith/Vice President Odishaw

That the ASCA Board of Directors directs the Executive Director to amend the ASCA Board of Directors Work Plan to include receipt of periodic updates on the progress, and success, of the ASCA Members LunchBox Program.

ADOPTED UNANIMOUSLY

- vi. Board and Director Recognition
The Chair spoke of the excellent work accomplished by the Board of Directors this year and provided special recognition to those Directors for whom the Annual General Meeting on April 23, 2023, will be their final commitment to the ASCA Board of Directors.



4.2 Representation (Provincial Level Participation)

A. Director's Reports

No Reports

B. School Council Engagement Task Force: Results

No Report

C. Stakeholder Engagement

- i. Walk Alongside International

MOTION: Directors Li/Vice President Odishaw

That the ASCA Board of Directors allocates up to \$3000.00 towards the costs for two (2) ASCA representatives to attend Walk Alongside International: A Parent Engagement Think Tank in Saskatoon, Saskatchewan May 11-13, 2023.

ADOPTED UNANIMOUSLY

D. Advocacy in Action Summary

A link was provided to the Board on the agenda.

4.3 Unfinished Business

5. INFORMATION ITEMS:

5.1 Future **Weekend** Meeting Dates: *To Be Decided*

5.2 Future **Weekday Evening** Meeting Dates: *To Be Decided*

5.3 Future **Pre-Conference** Board Meeting: **April 26, 2024, time TBD**

5.4 Future **General Meetings** of ASCA: **2024 Annual General Meeting (AGM) April 28, 2024**

5.5 Future **Post-AGM Board** meeting: **April 28, 2024, 5:00 p.m.**

6. MEETING EVALUATIONS: None

7. ADJOURNMENT: The meeting was adjourned at 1:38 p.m. on Friday, April 21, 2023.

Brandi Rai

Wendy Keiver

President
Brandi Rai

Executive Director
Wendy Keiver

The ASCA Board of Directors makes decisions to ensure the Alberta School Councils' Association is: Relevant; Sustainable; Autonomous; and Innovative.