Meeting Attendees: Brad Dunbar, Geraldine Stafford, Gina Hudel, Roberto Villamar, Stephanie Soulis, Faune Lang, Kyle Brohman, Everton Wilmot, Mariam Rasool, Cathy Snyder, Nick Heffner, Linda Li, Ruben Domingos, Mohsan Abdullah, Shelley Forwell
Regrets: Gwenyth Stadig
Staff: Ian McLean, Sofia Z. Guzman, Lester Holley
Speaker: Todd Letts

CALL TO ORDER RECOGNITION OF QUORUM & APPROVAL OF THE QUORUM

- Quorum being constituted, Chair Brad Dunbar called the meeting to order at 7:34 AM

ADOPTION OF THE AGENDA, & APPROVAL OF THE CONSENT AGENDA AND MINUTES

- Adopted the agenda & approved the consent agenda & minutes

M: G. Hudel E: F. Lang; Carried

ADOPTION OF THE CANCELLATION OF MEMBERS

- Adopted the cancellation of members

M: E. Wilmot E: S. Soulis; Carried

CONFLICT OF INTEREST DECLARATION

- No conflicts of interest were declared

FINANCIAL REVIEW- M. RASOOL

- The group insurance plan appears to be stabilizing, and the team continues working with Cowan on marketing strategies to attract more companies
- February results were below budget, primarily due to revenue shortfalls
- Year-to-date results are also below budget; however, the organization is still forecasting to finish above break-even
- Membership retention rate: 81.9% (February) vs. 82.5% (budget)
- Sales, sponsorship, and events continue to perform well
- The HC initiative launched in March; Ian and Lester will present the related budget to the Board
- For overdue accounts (Google and Longo's), it was noted that local contacts are not decision-makers; Ian will escalate to appropriate contacts in Ottawa

GOVERNANCE POLICIES & BYLAWS – T. LETTS

- Todd presented the draft 2026 bylaws and Governance Policies Guide (GPG) to modernize governance (current bylaws from 2013)
- The bylaws provide the formal framework, while the GPG offers more detailed/flexible guidance
- Board review and potential approval at an upcoming meeting (targeting May), followed by member approval (via AGM), then submission of Bylaws for ICED ministerial approval

- The Board confirmed its hybrid nomination model:
  - outreach/encouragement from Board and staff
  - open applications (the Nominations Committee will review the process used in the past fiscal year and the current year)

- 10 minutes during Business After 5 events could be used to:
  - formally call a brief membership meeting to order
  - approve items such as new members

  This approach helps meet mandatory quarterly membership meetings, apart from the AGM
- According to the bylaws, it is required 3 committees (Finance, Nominations Committee & Governance)

STRATEGIC PLAN DEVELOPMENT - UPDATE – B. DUNBAR

- A draft strategic plan has been prepared by Avvey and will be reviewed and circulated by Brad
- A follow-up meeting with Avvey may be scheduled if needed

NOMINATIONS COMMITTEE – E. WILMOT

- Three Board positions are to be filled
- Everton will seek an update from Ian and Carolyn about nominations
- Next step: wait for the candidate list to begin planning interviews

ADJOURNMENT

Motion to approve the adjournment: M: G. Stafford E: K. Brohman; Carried

Printed Name of Meeting Presiding Officer: ________________________________.

***Signature of Meeting Presiding Officer:* ____________________________________.**