

**IWIRC Ontario Network  
Board of Directors Meeting  
MINUTES**

**July 12, 2023 – 12:00 PM**

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Meeting held via Zoom videoconference.

**Present:**

- Sara Wilson – Chair
- Deborah Hornbostel – Past-Chair
- Nerina Jahja- Secretary
- Emily Klein - Director of Communications/Website
- Sanea Tanvir – Co-Director of Programs
- Eva Smoluch – Co-Director of Programs
- Kate Yurkovich - Director of Membership

**Regrets:**

- Lydia Salvi – Treasurer
  - Miranda Spence - Director of Educational Programs
  - Stephanie De Caria – Director of Community Service
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Meeting commenced at 12:01 p.m. and was chaired by Sara Wilson.

**1. June 14<sup>th</sup> Meeting Minutes**

- Minutes were circulated late and not everyone had a chance to review.
  - **Action Item**- *Board to approve June 14 minutes along with these minutes, on next Board Meeting Aug 09, 2023*

**2. Programs**

- Sanea and Eva gave an update on what they were working on. Various event ideas were discussed including High Park, Lavelle and Boxcar Social at Harbourfront
- Due to proximity to the financial core, the Board expressed more interest in the Boxcar Social event in mid August. The venue has a 10 person minimum reservation policy, and the price per person is \$40+ tax and 20% gratuity. Sanea suggested having a floral themed party with floral outfits and possibly doing some flower arrangements.
  - **Action Item**- *The program directors to book Boxcar Social and keep Board posted on the next steps.*

**3. Educational Programs**

- Sara recapped the June 20th educational event and suggested having the next one in person.

- **Action Item:** Brainstorm Ideas for fall Lunch and Learn (Oct/Nov) and potential speakers.

#### 4. Financial Update

- No update from Lydia
- Sara was under the impression that the Network broke even for the 30<sup>th</sup> Anniversary event at Terroni.
- Sara met with Constance and is working on obtaining access to the bank. She suggested more than one person to have banking access. Constance is still the only person that currently has banking authority.
  - **Action Item:** Sara and Lydia to arrange obtaining banking access

#### 5. Membership Update

- 71 Ontario and other Networks that have chosen Ontario as a network.
- 60 Ontario members
  - **Action Item-** Kate to follow up with members that haven't renewed yet, including Stephanie.

#### 6. Website/Communications

- Emily sent out a poll regarding the logo, and advised there was a tie between the CN tower and the Trillium flower votes. Board suggested to have a new design with both CN and Trillium flower.
- Linked-In page is ready to go. Emily has made everyone admin. so we can edit/add content.
- Newsletter coming up.
  - **Action Item-** Kate to inquire about the new design and send to the Board for comments.
  - **Action Item:** Nerina to send Emily pics from Terroni event to include on the website, newsletter and new Linked-In page

#### 7. Community Service (SC)

- No update from Stephanie.
- Discussions were held about potential events that give back to the local community.
- Sara suggested a community event that includes donation of our time instead of money such as Soup Sisters.
- Debra suggested planning something around Thanksgiving
  - **Action Item:** Steph and the Board to brainstorm potential ideas.

#### 8. Share drive for Network documents

- Sara shared an example of the share drive being used by the Cayman Network where they store documents
- Various discussions were held regarding having our platform to share and save documents in case someone leaves, or the information is lost.
- Google Drive, DropBox and OneDrive were discussed. Most Board members present recommended using OneDrive.

- **Action Item:** *Emily to obtain a new email address for the Ontario Network and look into opening a OneDrive where we will be storing Board procedures/transition memos and other items.*

#### 9. Pre-ARIL Conference/Panel Event

- No venue has been set yet for the 2024 ARIL Conference.
- The Board revisited the idea to have a pre-cocktail event at the onset of ARIL, and the potential to combine it with a panel event.
  - **Action Item:** *To discuss more once the venue is confirmed.*

#### 10. Other Matters: Vice-Chair Vacancy

- Deborah and Sara discussed the vacancy of the Vice-Chair's role, and the potential to elect someone else from the Board take over this role.
  - **Action Item:** *Sara and Deborah to check the rules if the same Board member can have two roles.*
  - **Action Item:** *Sara to send out an email asking Board Members for interest to fill this vacancy.*

Sara reminded the attendees of the upcoming board meetings which are going to be held on the following dates:

- August 9, 2023 via Zoom
- Sept 6, 2023 via Zoom

Meeting adjourned at 12:51 p.m.



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Nerina Jahja  
Secretary