

**IWIRC Ontario Network
Board of Directors Meeting**

MINUTES

January 11, 2017 – 8:45 a.m. . EST

Meeting held at Thornton Grout Finnigan LLP, 100 Wellington St. W., Suite 3200, Toronto, ON

Present: Kyla Mahar – Chair
 Toni Vanderlaan – Vice Chair
 Deborah Hornbostel – Secretary
 Karen Kimel – Treasurer
 Melaney Wagner - Past Chair
 Tushara Weerasooriya – Director of Programs
 Maya Poliak – Director of Membership
 Natasha De Cicco – Director of Community Service
 Rachel Bengino – Director of Communications/Website
 Katherine McEachern – Director at Large
 Dina Milivojevic – Director at Large
 Constance de Grosbois – Director at Large

Phone: Sara Van Allen – Director of Programs

The meeting commenced at approximately 8:45 a.m.

1. Welcome

- Kyla welcomed all returning and new board members and all board members briefly introduced themselves.
- Kyla pointed out the diversity of the board in age, location (downtown/uptown), trustees, lawyers and lenders which will hopefully help to target a wide cross-section of attendees for networking events throughout the year.

2. Minutes from December Meeting

- **MOTION:** Motion by Melaney to approve the Minutes of the December Board meeting. Motion was seconded by Kyla and carried by the Board.

3. Transition

- A brief review of each of the roles of each director was undertaken and new directors were encouraged to reach out to former directors for assistance.
- The board may consider conducting a joint event with TMA NOW during the next year.
- Directors were encouraged to think of ways to give back to membership.
- Try to use surplus funds to invite lenders to the events.

- First event has already been scheduled by the previous board for February 7, 2017. Kyla advised that she can sign for the liquor license for this upcoming event.
- Director insurance coverage is in place and Kyla will circulate a copy to all members following the meeting.
- Directors were advised to update their profiles on the IWIRC site and Rachel undertook to circulate access instructions for this.
- Melaney advised directors to ensure that their firms are aware of their respective board appointments.

4. 2017 Meeting Schedule

- Board meetings are typically held on the second Wednesday of each month from 9:00 to 10:15 a.m. and a sheet was circulated for volunteers to host a meeting.
- Directors were encouraged to attend future meetings in person but advised that phone attendance was also acceptable.
- The next board meeting will take place just prior to the Annual General Meeting. The time of 5:30 and the location are to be confirmed.

5. 2016 – Year in Review

- Last year was very intensive for the board as it was in charge of organizing the annual IWIRC Leadership Summit involving 86 international attendees. Sufficient funding was raised such that the Ontario network did not have to utilize much of its own funds and therefore it has ample funds available to support membership events.
- The Ontario IWIRC network now has two members on the International Board -Melaney Wagner and Michelle Picket (also on the Executive Board).
- Generally we try to hold events that are both fun and educational. Last year's events included a wine tasting, a CCAA & Cross Border lunch and learn, Shoppers Run For Women, Oil & Gas industry seminar held jointly with IWIRC Western Canada, , tennis & dinner, TFC night out, and dinner with the Leadership Summit attendees.
- Donations were also raised for Interval House and the Red Door Shelter during events.
- In recognition of the extra effort given by last year's board members with respect to the Leadership Summit, a board appreciation event at the Ballroom was also held, including bowling, drinks and food.

6. Programs

(a) Planning for first 2017 Event and Annual Meeting

- Both the Annual General Meeting and the first event of 2017 shall take place at 6:30 p.m. at The Market Kitchen located in the St. Lawrence Market.
- Members and guests of member shall be charged \$150 and non-members shall be charged \$175. The Eventbrite fee will be charged in addition.
- TMA NOW will be asked to also provide notice to members.
- The annual meeting will introduce the new board members and upcoming programs. A save the date notice has already been issued to members in order to comply with the 21

day notice requirement. The annual meeting requires 10 attendees for a quorum and proxies may be provided if members are unable to attend.

(b) ARIL IWIRC Reception

- Consider holding a reception at ARIL in Montreal this February in conjunction with the Montreal, Vancouver and Halifax Networks. Tushara will canvass each network.

(c) Planning for 2017 Events

- The following events were put forward for further consideration:
 - Soup Sisters
 - Tennis & dinner
 - 2 Lunch and Learns (potential topics include Redwater, Target, Nortel)
 - An event in conjunction with TMA NOW
 - A regional IWIRC event involving the New York & Delaware networks.
 - A fall gala
- There was a discussion regarding the involvement of men at the IWIRC events. It was noted that a few men have previously attended some of the events but any involvement with them should be in a manner where women are promoted or showcased such as Lunch and Learns with women on the panels.

7.. Finance Update

- It was noted that turnover from the past Treasure Andrea Yandreski to Karen Kimel has not yet happened but there are still significant funds on hand and the board should focus on disbursing more of those funds this year.
- Eventbrite can provide a summary of events (pricing and attendance).
- Toni can provide some information on older events.

8. Membership

- Maya will get the current membership list and other information from Natalie Levine.
- Currently there are 56 members, previous high was 75. Retention is a problem and TMA NOW is a new competitor.
- There is a distribution list of members and non-members.
- There should be a membership drive event this year with a draw for a free membership.
- Consider a draw for a member to attend at the IWIRC Spring Conference to get more members out to events.
- The next leadership Summit will take place in the Cayman Islands and International has a lottery system for 10 members to attend.
- The benefits of membership should be outlined to attendees of the Annual General Meeting, including the intangible benefits such as IWIRC profile and networking.

9. Community Service

- Examples of previous activities were provided.
- Deborah undertook to provide contact information for the Soup Sisters to Natasha as dates must be scheduled almost a year in advance and this event was previously very well appreciated by attendees.

- Natasha will provide some suggestions for events/charities at the next meeting.

10. Website

- Rachel will post more photos on the website.
- Directors were encouraged to provide Rachel with information on any recent accomplishments or papers written for her to tweet about and to post on the website.
- IWIRC International is always looking for articles to post or tweet about also.
- The Directors were encouraged to update their profiles on the IWIRC website and to disclose their IWIRC positions on other relevant websites.

The Meeting adjourned at 10:15 a.m.



Deborah Hornbostel
Secretary