

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

**December 6, 2023 – 12:00 PM**

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Meeting held via Zoom videoconference.

**Present:**

- Sara Wilson - Chair
- Nerina Jahja - Secretary
- Deborah Hornbostel - Past-Chair
- Kate Yurkovich - Director of Membership
- Saneea Tanvir – Co-Director of Programs
- Eva Smoluch – Co-Director of Programs

**Regrets:**

- Emily Klein - Director of Communications/Website
  - Miranda Spence - Director of Educational Programs
  - Caryl Newbery-Mitchell - Treasurer
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Meeting commenced at 12:04 p.m. and was chaired by Sara Wilson.

**1. October 4, 2023- Meeting Minutes**

- A motion was made by Nerina Jahja, seconded by Saneea Tanvir, and unanimously carried by the Board, to approve the minutes of the October 4<sup>th</sup> meeting.

**2. IWIRC Rising Star Award**

- Sara, on behalf of all the Board, congratulated Saneea on winning the IWIRC Rising Star Award!

**3. Programs (ST/ES)**

- High Tea – Windsor Arms, Nov 29, 2023. As of today, there are 15 registrants. Event is open to members only.
  - **Action Item**- Program directors to coordinate with Emily and send another invite reminder by next week.

**4. Educational Programs**

- Fall Lunch and Learn –Sara advised that Nov 16 is too soon to organize this event at Gowlings.
- Board discussed to have the event in January, since in December, we might not get a good turn out.
- Kate updated the Board about potential speakers and asked the Board for contacts at BDC.

- **Action Item**- Kate to check with Miranda if she has reached out to Angella White from RBC. If not, Nerina will provide Kate with Angella's contact info.
- **Action Item**- Deborah to try obtaining contact information for a potential speaker from BDC.

## 5. Financial Update

- Caryl was absent. However, there are no changes to the financial information reported on the previous meeting.

## 6. Membership Update

- 72 Ontario and other Networks that have chosen Ontario as a network.
- 58 Ontario members
  - **Action Item**- Kate to send renewal reminder emails to members with expired membership.
  - **Action Item**- Board members to invite fellow female contacts in the industry to join the network.

## 7. Website/Communications

- No update. However, some discussions were held regarding the content of the LinkedIn page. Nerina brought up the idea to have a member highlight section.
  - **Action Item**- further discussions to take place at our next meeting.

## 8. Community Service

- Sara asked if everyone present has any objections to volunteering at Daily Bread Food Bank or Soup Sisters. Possibly we need 10-12 people. No objections from the Board.
- Sara suggested to organize this event early next year, and maybe it can be arranged in conjunction with the Annual Board meeting.
  - **Action Item**-- Sara to connect with Caryl and discuss further details at the next meeting.

## 9. 2024 Board Slate

- Sara reminded the group to send her and Debrah an email acknowledging interest to remain part of the Board and the position interested on.
- Sara reminded the Board that officer positions are 2-year positions and their term will not expire until the end of 2024. All Director positions are one-year terms.
  - **Action Item**—Board members to send Sara and Debrah an email by Nov 17<sup>th</sup>.

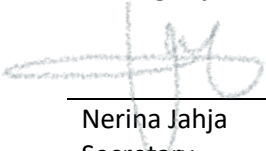
## 10. Board appreciation dinner

- Sara discussed our annual Board Appreciation dinner.
  - **Action Item**—Nerina to research some ideas and potential dates and send a poll to the Board.
  - **Action Item**—If anyone has any ideas, let Sara and Nerina know.

## 11. Upcoming board meeting

- December 6, 2023

Meeting adjourned at 12:41 p.m.

A handwritten signature in grey ink, appearing to read 'Nerina Jahja', is positioned above a horizontal line.

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Nerina Jahja  
Secretary