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

**MINUTES**

April 5, 2016 – 9:15 a.m. EST

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Meeting held by conference call

Phone: Melaney Wagner, Chair
Kyla Mahar, Vice Chair
Caroline Descours, Director of Programs
Tushara Weerasooriya, Director of Programs
Deborah Hornbostel, Director of Community Service
Rachel Bengino, Director Website
Katherine McEachern, Director at Large
Amanda Favot, Director at Large
Dina Milivojevic, Director at Large
Michelle Pickett, Past Chair

Regrets: Andrea Lockhart, Secretary
Andrea Yandreski, Treasurer
Natalie Levine, Director of Membership
Kathryn Esaw, Director at Large
Karen Kimel, Director at Large

The meeting commenced at approximately 9:15 a.m.

**1. Minutes from March Meeting**

- **MOTION**: Motion by Mel to approve the Minutes of the March Board meeting. Motion was seconded by Caroline and carried by the Board.

**2. Annual Report**

- If anyone has any comments on the annual report, provide to Andrea L. for tomorrow. Otherwise Andrea L. will assume it is in final form.

**3. Programs**

**(a) May Lunch 'n Learn**

- Originally thought of social media session. Suggestion was made for more substantive session.
- Natasha and Dina of Davies offered to host session on sale processes. Davies volunteered to hold in May.
- Asked Davies to confirm date (suggested second week of May (Tues, Wed or Thurs)). Note that TMA Spring Gala is May 28.

- Asked to make effort to have IWIRC members speak on panel. Natasha likely to moderate panel; suggestion for Anamika to speak on panel (both are IWIRC members); also try to get US IWIRC member to speak on panel.
- Davies offered to sponsor venue and lunch.
- Consider whether to offer attendance at a discount or make the event free. Small fee may encourage people to come; could donate funds to a charity. Typically restrict lunch 'n learn to members only.
- Tushara to reach out to Deborah to coordinate potential donation/coordinate as charity event.
- Consider social media event potentially for another time in the year.
- Tushara to firm up event with Davies, then will proceed to work on advertising event.

**(b) June Tennis Event**

- Three options – Mayfair, Tennis Lawn Club and Boulevard Club.
- Mayfair – June 23 5:30-7:30 time proposed. Located at Allen & Sheppard – north of 401 event. Amanda to follow-up with respect to potential to hold event earlier in the day.
- Tennis Lawn Club does not host outside events. Boulevard Club does not typically do this type of event. Willing to work with us, but seemed more likely to be a badminton event.
- Mayfair seems to be the best of the three options, subject to confirming availability of other time slots and event details.

**(c) Possible Oil & Gas Lunch 'n Learn**

- Consider holding sometime in the fall.
- Lots of events currently considered for fall, so will need to narrow down list of ideas and settle on preferred options.

**(d) Spring Conference**

- Coming up next week.

**4. Leadership Summit**

- Extended date for applications with respect to event attendance. Michelle to look into whether executive members can attend.
- Planning is in good shape:
    - Accommodation and transportation are booked.
    - Niagara Falls and meal planning under way. Archeo officially booked for opening night dinner. Niagara Falls meal planning under way – two locations both on hold, working out details.
    - Icebreakers being planned.
    - Sara Ross (emotional intelligence) booked. In process of deciding direction for second day panel. Will have a panel of members provide an insolvency primer from a Canadian perspective. Other panel ideas include women on boards and Joanna Barsh (formerly McKinsey – professional speaker on women's leadership).
    - Swag, brochure and pamphlets are underway.
    - New logo prepared.
    - Continue to reach out for sponsorship from respective firms.

- One individual has approached to volunteer to assist. Consider if there may be a role for one of the subcommittees – Rachel's subcommittee may be a good spot to assist with compiling swag bags, etc. Two additional PwC individuals have offered to assist and could help with swag bags.
- Discussed and considered timing for distributing swag bags / information brochures.

**5. Finance Update**

- Andrea Y. not present but plenty of funds on hand.

**6. Membership**

- Natalie not present. Not much in terms of update/new information.

**7. Community Service**

- Proceeding with June 11 Women's College Hospital run (Toronto location). Deborah will get IWIRC team set up with passcode. Members can sign up on their own.
- With respect to 2017 Soup Sisters event, currently two locations – College (Sundays) and Richmond (Mondays); Richmond location will be moving but uncertain as to where yet. Preference for Monday location and could tie in with AGM. Wait until more information is available.

**8. Website/Communications**

- No update since last meeting.
- Will prepare email to encourage members to provide information to be tweeted/shared on IWIRC social media.

**9. Other Business**

- DJ, Kyla, Mel, Michelle, Tushara, Caitlin, Renee attending spring conference. Mel coordinating with Kyla to attend network chair meeting in the event Mel cannot attend.

The Meeting adjourned.

Andrea Lockhart

Andrea Lockhart
Secretary