

**IWIRC Ontario Network
Board of Directors Meeting**

MINUTES

February 10, 2016 – 9:00 a.m. EST

Meeting held at Goodmans LLP

- Present: Kyla Mahar, Vice Chair
Andrea Lockhart, Secretary
Tushara Weerasooriya, Director of Programs
Natalie Levine, Director of Membership
Rachel Bengino, Director Website
Amanda Favot, Director at Large
- Phone: Caroline Descours, Director of Programs
Deborah Hornbostel, Director of Community Service
Karen Kimel, Director at Large
Michelle Pickett, Past Chair
- Regrets: Melaney Wagner, Chair
Andrea Yandreski, Treasurer
Kathryn Esaw, Director at Large
Katherine McEachern, Director at Large
Dina Milivojevic, Director at Large

The meeting commenced at approximately 9:00 a.m.

1. Minutes from January Meeting

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

2. Programs

(a) Feedback on ARIL Reception

- Great start to the process. Had a good turnout.
- Consider holding IWIRC event leading up to leadership summit as a cocktail party. International was interested in other opportunities for networking, so this aligns with them.
 - Note that a lot of IWIRC women are baseball fans. Orioles playing on Fri/Sat night and several people have indicated they will stay for a baseball game.
- Consider adding cocktail party into opening dinner as an add on (e.g., \$25 for cocktails, \$125 for dinner). Good test for them as a paid event. Members see the value.

(b) Wine Sisters/AGM

- Event is booked at Andrea Y.'s offices. Andrea Y. to set up catering.
- 21 signed up so far, so goal of 25-30 is reachable by the 18th.
- Working through logistics. Deposit has been paid and menu has been settled.

- Only one non-member so far. Members will be identified on name tags.

(c) Planning for 2016 events

- Consider whether to hold a “meatier” event every other month.
- Consider summer marquee event – yoga/spa, tennis or some other sporting event. If we do tennis event, Jim Grout is a member of the Toronto Lawn Club and we can inquire into privileges. Spa would be capped at around 30 people, so may be better as a networking event for the Board.
- With respect to the summer social, August is pretty dead. Consider moving to September as an end of summer party.
- Try to do two North of 401 events.
- Note, Ritz Carleton wants to host a women’s event. Consider opportunities to cross-pollinate with other networks.
- If we do lunch and learn, need to get topics off the ground now. Consider fall Target debrief.
- Consider whether we should set up a mentorship matching program. Tushara mentioned a U.S. event she attended where you are matched in advance and arrive at the event together. The mentor makes introductions to others at the event.
- Other networks do dine-arounds where you meet at someone’s house for dinner in a more intimate setting. Or, consider a once a month gathering at a particular restaurant as a way for more informal development.
- Tushara and Caroline will revise event schedule and recirculate to the Board. Send any ideas to them.

3. Planning for Leadership Summit

- Natalie circulated update and schedule. Discussed in detail on earlier workstreams call.
- Andrea Y. and Michelle spoke with International Chair and Secretary. They had a Board meeting and reviewed our schedule. Initially had support of paid dinner event, but want further opportunity to raise sponsorship.
- Save the date to go out today while we continue to look for sponsorship. International to push for U.S. sponsorship and we will push for Canadian sponsorship. Will let people know in April whether there is a paid event. Will not open registration until that has been decided.

4. Spring Conference

- Board members who are interested in attending the Spring IWIRC conference in April should coordinate prior to departure and use their connections to make more connections.

5. Founders Awards

- Distributed at the Spring IWIRC conference – Network of the Year, Exceptional Member, Outstanding International Contribution, Outstanding Network.
- Consider whether we should nominate ourselves. Maybe next year after the leadership summit. International really supports our corporate governance and the way we turnover our Board, support our younger members and provide mentorship. Last won in 2011 when we reinvigorated the Network.
- Deadline is March 4.

- Note that there is a Rising Star award at the Fall conference for members with less than 8 years of practice. The Western Network has had 2 nominees who made it into the top 5. Consider nominating someone. Open between June 7 and August 20.
- Kyla to bring examples from who is nominated and who wins to next board meeting. See IWIRC website which has finalists from 2011 forward. Natalie to look into eligibility of members.

6. Finance Update

- Andrea Y. paid \$600 to Wine Sisters as a deposit, leaving a cash balance of \$17,400. Maybe use kitty towards a pre-summit event cocktail party.
- Potential nominees for Rising Star award should actually be there at the cocktail party- get them networking.
- Caroline and Tushara to consider networking and Kyla to circle up with respect to dinner event.

7. Membership

- One new member over the weekend from Deloitte. At around 60 people now.
- Natalie and Rachel to coordinate with respect to e-mail list.

8. Community Service

- Depends on event. Will come up with ideas once programs have been nailed down. Soup Sisters was a great charity event. You drink wine and make sup, with all the soup donated to soup kitchens and shelters in the local community. Held at the cooking school on Richmond. Only need to commit a small number of people, so maybe an August event.
- Daily Bread Food Bank also needs help sorting out donations. Rachel can help coordinate.

9. Website/Communications

- Have established LinkedIn and Twitter accounts. 25-30 followers on Twitter, 27 members on LinkedIn.
- Focus on (i) insolvency news, (ii) women in leadership and (iii) our own events. With respect to (iii) Rachel posted pictures from the ARIL event.
- For LinkedIn, the group page is meant for discussion purposes. Encourage Board to start discussions/respond to each other's posts.
- Rachel will also take pictures at our own events and post to the IWIRC page.
- If someone is speaking on a panel, publishing something, Rachel can tweet and post about that occurrence. Other members are encouraged to contact Rachel as well. Membership to be advised of these opportunities at the AGM as a way to assist them in raising their external profile.
- Karen can provide tips with respect to growing followers, etc.
- Tushara mentioned contact at Law Press who may write article about the Network.
- Discussed whether to hold a panel on profile optimization. Could include Karen's tips and a professional speaker.
 - There was a presentation at an IWIRC fall conference a few years ago that provided some useful tips.
 - NCBJ also did a presentation on ethical issues relating to this topic.
 - Internal marketing department may also be a good resource.

The Meeting adjourned at 10:05 a.m.

A handwritten signature in cursive script that reads "Andrea Lockhart". The signature is written in black ink and is positioned above a horizontal line.

Andrea Lockhart
Secretary