

**IWIRC Ontario Network
Board of Directors Meeting**

MINUTES

March 25, 2015 – 9:00 a.m. EST

Meeting held at Dentons Canada LLP

Present: Melaney Wagner, Chair
Kyla Mahar, Vice-Chair
Andrea Lockhart, Secretary
Andrea Yandreski, Treasurer
Sara Van Allen, Director of Programs
Katherine McEachern, Director of Programs
Seema Aggarwal, Director of Community Service

By Phone: Dina Milivojevic, Director of Membership
Michelle Pickett, Past Chair
Jenna Willis, Director at Large

Regrets: Tammy Kemp, Director Website
Karen Adler, Director at Large

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

1. Feedback on Wine Sisters Event/Annual Meeting

- A number of new, non-regular members attended.
- Ilana Singer of CIPF reached out to Mel and wants to become more involved.
- Received feedback on prior events – e.g., with respect to Lunch N’ Learns north of the 401, try to coordinate getting food out more quickly as the events tend to run over time.
- With respect to the extra food which was ordered, Andrea Y. to cut a cheque following receipt of an invoice from Katherine.
- Noted the reduction of membership quorum at the AGM to 10 members voting in person or by proxy.

2. Programs

(a) April/May Lunch N’ Learn

- TMA symposium in April. Lunch N’ Learn topic not fully baked. Dina having a hard time getting people to speak. Hoping to bring plan forward and have it approved by June.
- Agreed to put together a panel and to save the Lunch N’ Learn for the fall.

(b) Other Programs

(i) Golf

- Golf representative has been non-responsive, so thinking about looking at other courses or contacting golf course privately rather than going through Links for Women.
- Michelle advised that there was another golf course north of the 401 which does a nine and dine. Mel noted that numbers were dwindling and it might be nice to change it up with a nine and dine. Kyla noted that there was a women's golf club in Toronto that also did a nine and dine. Andrea Y. was going to circle up with her contacts with golf club membership privileges.
- Discussion regarding conflicts with TMA, Grant Thornton and A&M Golf events around June 22nd/23rd.
- To be held in June.

(ii) Speaker

- Sara noted that Minister Leitch was interested in speaking but has not been responsive. Accordingly we have decided to move on. Speaker costs vary significantly. Speaker Spotlight is searchable by budget. There is also an academic book on women in business that was not on the website but that merited investigation.
- Looking to book a speaker for an event in May.
- Michelle noted that Beatrix Dart writes about confidence in women. She reached out to her last September for a leadership summit and Beatrix was very interested in speaking on the topic. However, this topic is similar to the Blakes' women's event on May 28, which is the same night as the TMA Gala. Consider doing this as a lunch.
- See also Deloitte's Women of Influence. Mel suggested looking at the website for ideas. These individuals would not charge as much as they are business people not professional speakers.
- With respect to venue, a boardroom was the easiest venue as food would be buffet style and people could leave when they needed to.

(iii) Summer Reception

- Scheduled for July.

(iv) AGO Event

- Marquee event. Reduce minimum spend to \$3,000, which includes dinner and drinks. Event to be held on a Wednesday to obtain free admission.
- Katherine thinking about \$100 for dinner and a tour. No complaints from Wine Sisters event. Need 30 women to attend at \$100 to break even, not including tip and tax.
- Katherine will ask AGO to prepare specific event for us, or we can try to use the women and art tour depending on what is on in September.

(v) Senior Women Event

- When the Ontario Network started, only senior women came to events, now this has flipped. Need to consider how to get senior women out to events.
- Kyla spoke with Gail and DJ. They are prepared to come to an event and wear something distinguishing them as senior women.

- Consider inviting “trailblazers” that won award and hold a discussion. Mel noted that this approach provided a category already chosen for us rather than deciding who was a senior woman. However, 3 of these 6 women are retired (Cheryl, Deborah and Diane Winters).
- Michelle suggested a short Q&A tabling interesting questions to them such as “What was the most defining moment of your career?”
- Discussed casual, interactive pub-style event with questions provided to them in advance. Consider Duke of Westminster, National Club, Verity or George. Sell it to them as a giving back to younger women - input as to how to stay in this career.

(c) Spring Founders Awards and Leadership Summit

- Brief discussion regarding Spring Founders Awards and who was attending (Mel, Kyla, Katherine, Michelle, Andrea Y. and Sara).
- Mel noted that there was an opening for 5 delegates to apply for the Leadership summit by May 1. Andrea Y. noted that she attended the event last year and it was a great opportunity to network.

(d) Volunteers

- Mel gave Ilana’s email to Katherine. Natalie Levine and Maya have also indicated they are interesting. Kyla suggested asking Myla to assist with October Lunch ‘N Learn.
- Golf subcommittee can be formed now.

3. Finance Update

- Sitting at \$20,000, less small cheque for wine event of approx. \$1,000 and \$1,500 budget estimate for ARIL event.
- Insurance of approximately \$1,700 is due in June, but we will also be receiving membership money. While we need a \$10,000 cushion for golf, it is still a lot of money to be holding.
- Discussion regarding use of extra funds, including summer social that is free, setting aside money for a membership drive event, bring a non-member for free or sponsor registration for someone to attend annual IWIRC event. Money should be used to give back to members and the community, not spent indiscriminately.
- Need to be careful with pricing to ensure we are not further building up reserve.

4. Membership

- There are two lists: (i) members and (ii) people who attend events.
- There have been a few updates since the last email, and a few more reach outs. However, this exercise was pretty much done and we have obtained permission from all the people we are going to get.
- Dina working on a list of all insolvency practitioners in Toronto area, which as Kyla noted could be used for a membership drive.
- Carol developed a letter to former members whose membership expired last year, which Kyla will send to Dina. Mel noted that we should officially welcome new members with a welcome letter. Sara noted formerly a new member would receive a letter from International and a letter from the Network. Sara would look for these materials.
- Dina and Sara agreed to meet over a lunch to discuss a membership event.

Dina departed the meeting.

5. Community Service

- Discussion regarding Dress for Success for Golf Day. Andrea Y. noted that they close down for the summer so timing would to be coordinated.
- Discussion regarding bringing subway tokens and toiletries for the summer reception. Event could be free if you bring those items, or we can make a cash donation on their behalf.
- Discussion regarding community-focused event, including the Shopper's Run for Women, the Toronto Women's Run for Pediatric Oncology or the CIBC Run for the Cure. The Shopper's Run is in Unionville on April 25 or Oakville on May 31. Registration may be made as a team, with a \$50 fee for a t-shirt and race kit with timed race bib. Toronto Women's Run is on May 24, August 29 or October 24 and walkers can participate but there is no ability to register as a team. CIBC Run is October 4 downtown and you can register as a team.
- Decided to participate in May 31 Shopper's Run for Women in Oakville. Mel suggested that we take pictures and send them to International for posting. If May event goes well, will decide whether to do CIBC Run.

Michelle departed the meeting.

6. Other Business

(a) Next Meeting

- Next meeting at Blakes in two weeks on April 8 for a brief update on Golf Day and TMA Spring Gala sponsorship.

(b) February Minutes and AGM

- AGM Minutes to be revised to include 4 proxies – Milly provided proxy to Katherine, Caroline and Sydney provided proxies to Mel and Caitlin provided a proxy to Andrea L.
- **MOTION:** Motion by Andrea Y. to approve the Minutes of the February Board meeting. Motion was seconded by Katherine and carried by the Board.
- **MOTION:** Motion by Andrea L. to approve the Minutes of the AGM. Motion was seconded by Andrea Y. and carried by the Board.

The Meeting adjourned at approximately 10:20 a.m.

Andrea Lockhart
Secretary