

**IWIRC Ontario Network
Board of Directors Meeting**

MINUTES

May 13, 2015 – 9:00 a.m. EST

Meeting held at Dentons Canada LLP

Present: Melaney Wagner, Chair
Andrea Lockhart, Secretary
Sara Van Allen, Director of Programs
Katherine McEachern, Director of Programs
Dina Milivojevic, Director or Membership

By Phone: Kyla Mahar, Vice-Chair
Andrea Yandreski, Treasurer
Seema Aggarwal, Director of Community Service
Tammy Kemp, Director Website
Jenna Willis, Director at Large
Karen Adler, Director at Large

Regrets: Michelle Pickett, Past Chair

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

1. March and April Minutes

- **MOTION:** Motion by Sara to approve the Minutes of the March and April Board meetings. Motion was seconded by Dina and carried by the Board.

2. Feedback from Spring Conference

- Mel noted that the International events were well attended. There was a Network Chair meeting at which many good ideas were discussed (to be revisited later in this meeting).
- There is a leadership summit in July and the International fall conference is in October.

Karen and Katherine joined the meeting.

3. Programs

(a) May 31 5K Walk

- Have 7 people on our team. A reminder email was sent last week. No real fundraising yet, but expect this closer to the race date. Given that there are only 7 people, not sure we want to order IWIRC-branded goods. Ask Michelle if she has anything. Seema will look into getting hats made at Lids.
- Send out another reminder email. Seema will reach out to those who signed up closer to the race to designate a meeting place.

Kyla joined the meeting.

(b) TMA Gala

- Consensus that Mel would stand up at the appropriate time and pledge \$500 to the charity on behalf of the Network. If Mel can't make it, Kyla can give the speech.

(c) Golf Day

- Invite sent yesterday. Venue has reached out to ~~Dina~~Sara and is excited to have us as a group.
- Venue has sent a catering menu which ~~Dina~~Sara will review. Andrea Y. noted that the deposit had been delivered and ~~Dina~~Sara noted that the venue confirmed that the deposit had been received.

(d) Summer Social

- Coordination delegated to Jenna. Consider Vertical on July 16 or July 23. Jenna sent email with proposal to the Board last Thursday/Friday.
- Event has been held in August on a Tuesday the past few years, though Thursday would be better. Katherine/Sara suggested July as more people are on vacation in August.
- Event was at Vertical two years ago and Far Niente last year. Vertical is outside but elevated and centrally located. However, quite expensive.
- Discussed whether there was something we could do to get senior women out. However, initiative did not really fit with this event and discussed making such initiative an event in and of itself.
- Discussed community service component and donation of TTC tokens.
- Kyla noted that last time we did not hit the minimum spend at Vertical – were \$500 under with a lot of food left. Consider cutting back quantity of food.
- Also discussed rooftop patio at the National Club. However, Katherine noted that this site used to exclude women and some women have a problem attending events there.
- No minimum spend at Far Niente, which is why event was held there last year.
- Difficult to predict how many people will attend. Try to find somewhere without minimum spend – portion of patio would be ok. Estimate between 20-30 people.
- It was noted that there are areas without a minimum spend at Vertical. Katherine would support Far Niente – good food, good service and had an indoor/outdoor component. Kyla noted that there were many places on Richmond and Adelaide at Yonge or University (Origin, Beer Bistro, Speak Easy).
- Jenna will review a few more options and send an email to the Board, as well as reserve a date before the next meeting. Andrea Y. noted that July 16 was during the leadership summit so July 23 was a better date.

(e) AGO Gala Event

- Booked for September 16. AGO has acknowledged receipt of our cheque and signed contract.
- Need to circulate advertisement in July with a reminder in August, as well work on details of art tour. Katherine will get a few suggestions from the AGO rep and will discuss with the Board.

(f) Lunch and Learn

- Timing with Beatrix does not work for now. Will ask Michelle to follow up in the fall.

- Committed to holding an event up North and will hold it in the fall. Maya and Dina will assist with the event.
- Beatrix inquired as to how much we would pay her. Consider using Karen's and Maya's contacts to find speakers from the consumer trustee side and build a speaking panel around that.
- Discussed whether Master Jean may want to speak, but she is hard to pin down with dates and topics. Need a relationship to reach out to her. It was noted that they have made a few changes to the Master list – we will see who comes in.
- Discussed whether Karen and one of her colleagues may be interested in speaking to get their constituents out. Karen will get back to Dina.

(g) Regional Events

- Regional planning committee meeting on May 18. Katherine received an email regarding participating in virtual discussions with Delaware network relating to a particular topic. Not sure if anyone signed up.
- Consider whether we want to try something similar. Western network loved ARIL pre-cocktail reception and want to get together.
- Many don't have time to read a book. Consider whether there is an article, a soft topic like women's networking or a substantive topic worth discussing over teleconference or conference call. Can get all of the Canadian networks together for a chat or perhaps just discuss generally what is happening in the local courts.
- Consider Lunch and Learn in October and this type of event in November or *vice versa*.
- Mel also noted that some networks have events at a member's house. One network did a movie showing. In a more intimate setting, people get to know each other better. Consider women-focused documentary to get people to come out.
- Some networks do members only dinner/lunches. Randomly pick a few members for lunch and stack the lunches with judges and senior professionals. May be a way to get senior women out. Maybe the Network pays for the lunch because it's a perk. However, it takes a lot of organization and only works if you keep this up.

(h) Leadership Summit

- July 15-17, 2015. No one applied. Kyla/Mel to coordinate attendance.

4. D&O Insurance

- Mel noted that the D&O insurance expires in June. The renewal is at the same premium as last year. Think we need it for Golf Day.
- The policy is not overly expansive but covers what we need. Plus, each firm should have insurance coverage regarding directorships. Moreover, Network is an unincorporated association and we are not directors of a corporation.
- Mel to circulate actual underlying policy. Katherine noted ERISA reference – seems American. Mel noted that we used the broker recommended by the TMA.
- International has insurance but it does not cover Canada. The Network itself has no insurance but relies on the insurance at an event. Because this is an unincorporated association, claims would be made against the directors.

Kyla departed the meeting.

5. Finance Update

- All receipts in from our event. Paid out all expenses that we are aware of other than ARIL pre-cocktail food. Andrea Y. to follow up with Michelle on these expenses.

6. Membership

- Dina circulated female insolvency professional list. Sara/Dina thought it would be useful to figure out who to target for membership drive as the list could be segregated into who is and is not a member.
- Dina indicated that the list is primarily Bay Street focused based on canvassing practice group websites and would appreciate help in developing a more comprehensive list. Send Dina names to be added to the list.
- Given our schedule is so full, maybe combine an existing event with a membership drive. Discuss once we have a more complete list. Towards the end of the year makes sense because of budgeting issues – maybe in late November or December. Consider a holiday event in December.
- Have to discuss how we invite non-members due to anti-spam legislation. Consider creating an event at which we can convince people to sign up as members. Consider allowing members to bring a non-member for free.

Tammy departed the meeting.

- Jenna/Karen to help Dina to try to think of a membership event. Downtown is impossible. Virtual book club may work as it does not take up half a day.
- Trustees in smaller firms are 30-40 minutes outside of the city. Try to find something to appeal to them.

7. Community Service

- Golf Day will focus on Dress for Success. Will send out reminder to people to actually sign up and information will also go out with general reminder for Golf Day.

8. Other Business

- IWIRC holding elections for 6 at large positions. Nominations are due June 12.
- Katherine seconded to BMO for 4 months – will send around new email.
- CAIRP annual conference in August at Whistler. Consider whether we want to host or have a small event. We did a breakfast last year because it was in Ottawa so there was a regional focus.
- Because it is in Whistler, makes sense if Western network wants to do something. They did not help us financially but did attend our event. IWIRC supported financially. Tended to be women who wanted to find out about IWIRC.
- A little expensive because they always go to Fairmonts. If this was in our backyard, we would be amenable to assisting. However, mostly CAIRP members who are not as diverse as members who attend ARIL/TMA events.
- Decided that we would distribute reception information to our membership.

The Meeting adjourned at approximately 10:00 a.m.

Andrea Lockhart
Secretary