

**Brain Injury Association of Windsor and Essex County
Board of Directors Meeting
MINUTES**

January 26, 2022 5:30 pm Zoom

Attendance: Joanne King, Marcus Niessen, Betty Penny, Theresa Wunder, Alexandra Carson, Claudia Town, Kim Spirou, Alix Khanafer, Anna Jurak (ED)

Regrets: Rachel Olsen **Absent:** Tala Bitar

1. Call to Order by Joanne King at 5:32
2. Welcome Alix Khanafer – new board member
3. Declaration of Conflict of Interest - none
4. Approval of Agenda Moved by: To approve the agenda. Moved by: Betty, seconded by Alex...passed
5. Consent Items:
 - (a) Approval of Minutes of November 24, 2021. **MOTION:** To approve the minutes of Nov 24, 2021. Moved by Theresa, seconded by Claudia...passed
 - (b) Acceptance of Executive Director's Report. Additional information: Anna provided the updated in memoriam donations – quite significant and all moneys are not in yet. Donations from My Tribute Gift is reduced by 8%, from Canada Helps by 4% and by Simplyk 0%.

The BIAWE website has a new addition of a program called Reach Deck, which is compliant with Web Content Accessibility Guidelines. It makes our website easy to use for the neurodiverse. Purchase made through the Trillium Resilient Communities Grant.

MOTION: Approve the E.D.'s January 2022 Report. Moved by Claudia, seconded by Marcus...passed.
6. Board Reports:
 - (a) Treasurer's Report- Betty (attached) **MOTION:** To approve the Treasurer's report. Moved by Betty, seconded by Marcus...passed
 - (b) Education/Program Committee Report (attached) **MOTION:** To Approve the Education/Program Committee report. Moved by Claudia, seconded by Theresa...passed.
 - (c) PR and Fundraising Committee Report (attached) **MOTION:** Moved by Betty, seconded by Claudia...passed.

7. Old Business:

- (a) Strategic Planning – next steps – basic report completed. Wait until we can get together after covid protocols. Date to be announced.
- (b) Duelling Pianos – hold off until we can have full attendance. Will give current ticket owners the choice of postponing, getting money back or donating it.

8. New Business:

- (a) In Memorium Donations – re: Savage – Joanne wants to approach the family, to do something for them as the donations from this has been significant – a recognition – refer this to the Fundraising/PR Committee to recommend a suitable thank you – will send out thank you letters to all donors – this was a good source of recognition for BIAWE.
- (b) Approval of change to payroll payments – **MOTION:** To direct deposit payroll cheques as long as two people approve the release of payment. Moved by Betty, seconded by Theresa...passed.
- (c) Confirmation of removal of board member as per By-Laws – 70% of meetings – automatic removal – removed one member for non-attendance.
- (d) Recruitment of new board members -deadline Feb 2 – this is the time to have new board members in to get vetted to ensure their name goes to the membership in advance of the Annual General Meeting – need some more board members
- (e) Diversity and Inclusion –Suggested this is difficult to do with people with brain injuries as they approach BIAWE. Note and file.

9. IN-CAMERA MEETING – Board Members Only

10. Next Board meeting: February 23, 2022 5:30 pm zoom

11. Adjournment

Upcoming Meetings:

Education/Programs: Thursday, Feb 10, 2022 5:30 pm

Fundraising/PR: Thursday, Feb 3, 2022 6:00 pm

Duelling Pianos – date tba

AGM – Wed. April 26, 2022