

Brain Injury Association of Windsor and Essex County

Board of Directors Meeting

MINUTES

May 26, 2021 5:30 via zoom

Attendance: Joanne King, Marcus Niessen, Betty Penny, Alexandra Carson, Ian Mclsaac, Meghan Fyall, Kim Spirou, Theresa Wunder, Tala Bitar, Anna Jurak (ED),
Regrets: Rachel Olsen

1. Call to Order by Joanne at 5:30
2. Declaration of Conflict of Interest – none
3. **Motion:** to Approve the agenda with an addition of #4. Moved by: Ian. Seconded by Betty.
4. **Motion:** To approve the addition of Alexandra Carson to the Board of Directors. Passed via email prior to this meeting. (Confirmation will be at the AGM)
5. Consent Items:
 - (a) **Motion:** To Approve the Minutes of April 28, 2021 Moved by: Marcus Seconded by: Ian...passed.
 - (b) **Motion:** To Accept the Executive Director's May 2021 Report. Moved by: Marcus. Seconded by: Tala...passed. A question arose regarding the lottery. There was a typo in a previous report. It was meant to say we are now in full compliance with the City of Windsor's lottery division and are able to hold raffles. We are on the wait list for bingos. It is a good opportunity to make a significant amount of money for little work. Each person working the bingo has to be trained by the Ontario Lottery Corporation. Not sure where we are on the list for acceptance.
6. Board Reports:
 - (a) Treasurer's Report –Betty reported. Written report attached. She recommends to allocate \$95,000 to \$100,000 to a GIC – funds are specifically allocated to programs – Trillium Resilient and CEBA program – need to ramp up fundraising dollars to sustain BIAWE in future – want to build up reserves too
Motion: To approve Treasurer's Report. Moved by Betty, seconded by Ian...passed.
 - (b) Fundraising/Public Relations Committee –Report Attached. Kim reported. A woman is donating her jewellery to raise money for BIAWE – Betty opened a Facebook account for this fundraising. BIAWE sells the jewellery and keeps the

profit. It's on BIAWE's social media. Asked members to share this. We can sell at golf tournament too. Golf is the biggest fundraiser going on right now. It is all about sponsorships. We know the dates, know what we are doing on the day of golf. Next meeting is tomorrow at 6:00 p.m. Tala reported on the app and getting estimates for the development. Looking to get a student to take it on as a project.
Motion: To approve the Fundraising/PR Report. Moved by Kim, seconded by Marcus.... passed.

(c) Education/Program Committee – see attached report. Conference was the main topic – seems to be going well. Many things on hold due to the pandemic lockdown. Suggested that the board review the STAR program which was done for on-line use. Anna provided an update about the systems navigation at ALSO. They are funded a part time position for this. Continuing to work with them on a common intake to make it easier for brain injured clients to navigate services and programs.

Motion: To approve the Education/Program Committee report. Moved by: Tala, seconded by Theresa...passed.

7. Old Business: (a) None

8. New Business:

(a) Strategic Planning preparation – planning to start later this year. Requested names of people who can facilitate this process.

(b) Digital Transformation (see attached report from Canada Helps) for information only. Tala will review in more detail and report back.

(c) Other – Joanne reported. The Toldo Foundation was approached to be the lead sponsor for the golf tournament. However, they do not sponsor golf tournament. They asked for a letter outlining programs we need funding for. A letter sent a letter regarding the Brain Connect and BIAWE React programs and how we would like to continue these. They are now requesting more information about the programs and budget. There is an opportunity for continued operational funding.

9. Next Board meeting: Wed. June 23, 2021 5:30 via zoom

10. Meeting adjourned at 6:21

Next Meeting Dates: Fundraising/Public Relations- June 3 at 6:00
Education/Program -June 10 at 5:30