

# Brain Injury Association of Windsor and Essex County

## Board of Directors Meeting

### MINUTES

September 22, 2021 5:30 pm

Attendance: Joanne King, Marcus Neissen, Betty Penny, Theresa Wunder, Rachel Olsen, Tala Batar, Alexandra Carson, Claudia Town, Kim Spirou, Anna Jurak (ED)

Absent: Ian McIsaac, Kim Spirou

1. Call to Order – Joanne at 5:35pm
2. Declaration of Conflict of Interest - None
3. Approval of Agenda  
**MOTION:** To approve the Agenda without changes. Moved by Marcus. Seconded by Tala. Passed.
4. Consent Items:
  - (a) Approval of Minutes of July 28, 2021  
**MOTION:** Approve the Minutes of July, 28, 2021. Moved by Marcus. Seconded by Betty. Passed.
  - (b) Acceptance of Executive Director's Reports – Refer to Reports  
The Art Gallery of Windsor would like BIAWE's help creating a diversity & inclusion committee.  
Bingo training starts in November- need 20 volunteers to do training program.  
**MOTION:** To accept the Executive Director's Report. Moved by Betty. Seconded by Marcus. Passed.
5. Board Reports:
  - (a) Treasurer's Report - Refer to Report  
**MOTION:** To accept the Treasurer's Report. Moved by Betty. Seconded by Tala. Passed.
  - (b) Education/Program Committee Report – No report. Didn't meet.  
Update from Claudia: Windsor Health Unit will donate extra helmets to schools.
  - (c) Fundraising/PR Committee Report – No report. Didn't meet.
  - (d) Golf Subcommittee Report – Update from Anna. The tournament raised approximately \$21,000. Tentative date for next year is Sept. 16, 2022.
6. Old Business:
  - (a) Hiring of Client Services Coordinator and Fundraiser – Refer to ED Report  
Both have been hired. Client Services Coordinator is Kelly Stack. Fundraiser is Tom Cooke. They will attend next meeting for intros.
  - (b) Update on Speaker Series – Refer to ED Report

- (c) Butterfly Lane Mural Project – Oct. 2 & 3 10am – 2pm  
Press conference Oct. 1 for media to see murals first. Public opening/ribbon cutting Oct. 2 at 10am. Chris Holt paid for city street signs to be installed at each end of the alley that say “Butterfly Lane”.

7. New Business:

- (a) Medical Advisory Committee  
Exploring this with Beyond Disability. Discussed making pamphlets and the idea of a family medicine journal club.
- (b) Approval of Covid Policy  
Add to draft: cannot attend in-person without double vaccination but can attend zoom meetings while we still have them.
- (c) ED Evaluation  
Betty to set up separate HR committee.

8. Next Board meeting: Wed. October 27, 2021 at 5:30 Place TBD.

9. Adjournment at 6:37pm

Upcoming Meetings:

Education/Programs: Oct. 14 @ 5:30pm

Fundraising/PR: Oct. 21 @ 5:30pm