



GFSI Management Board April 12th 2021 @ 3:30pm (virtual)

Present: Sandi MacKinnon, Susanne White, Bill MacKenzie, Promise Mwenga, John Coates, Meredith Langille, Ricardo Nicolini, Shirley Cleave, Mike Toole

Regrets: Seb Salazar, Scott Henwood

Minutes recorded by: Meredith Langille

Meeting Agenda

- Review of previous meeting minutes
- Review of reports
- Year end financials
- Communication with Stewardship Board

Meeting Minute Reviews / Business arising

- Email follow up after previous board meeting
 - The Will-doo Cycle partnership/support discussed in previous meeting cannot go forward because of insurance issues, unless they get their own
 - Suggestions/recommendations for Will-Doo Cycle to contact to MCAF or Girls and Boys Club

Communication with Stewardship Board

- Management currently meeting minutes not shared with stewardship board
- Suggestion to CIN & GFSI reports shared to update stewardship on current projects
 - If we do this, we need to do this routinely
 - Hidden link on website as opposed to attachment (hosts all recent reports to review)
 - Hidden links can still be accessed with “crawlers” (potential security/privacy issues for public facing info)
 - New practice in fiscal year
 - Send out communication/email to alert of new minutes & report after the management board meeting up until next stewardship board meeting
 - For feedback & issues they would like discussed by management board
 - Minutes will need to be formatted for readers not present in meeting

CIN Report

- Market Greens still located at Fredericton Public Library
 - New position opening in a few months (possibility to combine this position with another project to make this position full time)
- Invitation to participate in Fredericton Immigration Project with target of Poverty Reduction
 - Sub committee shows early indication of work around food security and transportation

- Conversation with ESIC recently about signing another 6 month agreement (multi year commitments afterwards)

GFSI Report

- ETF project wrapped up end of March
- current ACOA position until May 7th but project continues with
 - Expanding Civic Tech across Atlantic provinces (start with Moncton)
 - Reports & analysis of IT Survey
 - Emphasize support from City of Fredericton for our Civic Tech
 - Support these connections with expansion across Atlantic cities
 - Adam Bell can reach out to his colleagues in other cities & Rob Lunn the same for arcGIS employees in other cities
 - Keeping the city involved with the expansion supports continuing support with GFSI moving forward as well (join initiative)
- Renaissance College students wrapping up their placement this week
- SEED funding approved for 1 position (hiring one RC student) & waiting to hear from Canada Summer Jobs
- Reach out to new RC Dean (after 1st year) to reinforce the appreciation and relationship with GFSI
 - Highlighting coming to an end of the placement, affirming the great connection and work of RC integrators and students
 - Written by board president
- Many community partnership requests coming in currently
 - Redirecting these requests to other organizations because GFSI's capacity is currently maxed
 - Add these partnership requests to future GFSI reports

Year End Financials

- Appointments to meet with accountant soon for year end
 - Promise to share quick actuals doc after meeting (no concerns for what we are seeing at GFSI, only additional spending in our membership dues)
- When completing T4s, realized Promise still does not have access to CRA
- Promise to attend CRA charitable organization webinars
- Received deposit from Horizon Grant (development of French NBVoices)
- QuickBooks dropbox created to share invoices after payments have been processed (with filing convention)
- Credit Union hiccup with QuickBooks (to be sorted out this week)
- Need to match up what money in the accounts is spoken for (projects/rent)
 - 2021/2022 budget that incorporates year end balance and how much is spent per project & key indicators
 - John, Bill, Promise, Sandi to discuss and map out budget (separate meeting) → Sunday afternoon
- CIN budget kept separately from GFSI
 - Expected carry over of funds

Next Meeting

- May 10th @3:30pm