

**GFSI Management Team, June 13, 2022 @ Online, 3:30pm**

**Present:** Sandi MacKinnon, Shirley Cleave, John Coates, Bill MacKenzie, Mike Toole, Susanne White, Ben Griffin, Promise Mwenga, Hayley AuCoin, Kate Walsh, Sheehan Flatt, Ceilah Keats, Bukola Abiola

**Regrets:** Ricardo Nicolini, Scott Henwood

**Minutes recorded by:** Hayley AuCoin

**Agenda:**

- Introductions
- Past meeting minutes approval.
- GFSI Update
- CIN Update
- Stewardship Board Meeting Agenda
- Onboarding Documents
- Next meeting date

**Minutes:**

**Past Meeting Minutes Approval**

**Motion to approve minutes from the May 9th meeting as distributed.**

**Moved: John Coates      Seconded: Ben Griffin      Carried**

**GFSI Update**

*ACOA-GNB Project*

- Two potential new hires.
  - One database specialist that can work alongside Graham from the City.
- Yu Ren left to work for GNB.. Kate Walsh to take over her position

*City of Fredericton Affordable Housing Committee*

- Strategy was approved by committee and went to the Economic Vitality Committee for acceptance prior to going to council.

*Civic Tech*

- Marcel Lebrun from 12 Neighbors came to a Civic Tech meeting to discuss the by names list and the possibility of an Integrated Access System.
- Having staff members look into how provinces across the country are managing their By Names List.

### *Growing Civic Tech Project*

- Met with Civic Tech Moncton, Saint John, and representatives in Bathurst.
- Currently coordinating an information session for the Bathurst region.

### *Award Nomination*

- The Ville has nominated GFSI for the Chamber of Commerce Business Excellence Awards for October 2022.
- GFSI nominated Civic Tech for the Canadian Volunteer Award.

### *Onboarding Documents*

- Templates are finished for onboarding documents for board members, volunteers, and employees.
- Fredericton Affordable Housing Committee is interested in these templates.

## **CIN Update**

### *Regional Service Commission*

- Board approved the transition of the CIN over to the RSC.
- The acting Director had no input as to what the next steps will be.
- They will be creating a steering committee.
- Support from RSC to put more money into the Volunteer Drive Service.
- Budget for 2023 will be worked on next week.
- There will be a virtual meeting on June 23rd with Bringloe Finney regarding a Financial Review.
  - They will be auditing the CIN, not GFSI.
- Sandi, Susanne, and Promise will have a discussion of what funding needs to be moved from CIN to GFSI.
- Oversight responsibilities are to be taken over by the RSC.

### *Food for Schools*

- John to introduce Susanne and the new Director of Food for Schools.
- Would like the foundation to be aware of the bigger picture.

## **June 23rd Stewardship Board Meeting**

- Sandi to have the fixins catered with a vegetarian option.
- Sandi to send an email (survey) to the Stewardship Committee to see who will be attending the meeting in person.

- Approve minutes from the meeting in February.
- Confirm the meeting date for the AGM in September.
  - September 22, 2022
- Get feedback on the bylaws.
  - Motion to approve
- GFSI and CIN updates.
  - RSC Transition, ongoing relationship between Community Food Smart and Market Greens, and major accomplishments from the last few months.

### **Bylaws**

- The Past President position needs to be redefined as there will no longer be a CIN to liaise with.
  - Approve them with an understanding that the position will be amended when the transition happens. In September or maybe January.

### **Onboarding Documents**

- Send document revisions to Bukola and Kate.
- Sandi to send a copy of the document in word format to the board with Bukola and Kate cc'd.
- Revisions need to be made before July 1st.

### **Next meeting date**

- August 16, 2022 @ 3:30pm.

Approved:

Bill MacKenzie, GFSI Board President



Promise Mwenga, GFSI Board Treasurer

