

January 9, 2017



**MANITOBA WOMEN'S INSTITUTE (MWI)  
Board Meeting – APPROVED MINUTES  
January 9, 2017  
Teleconference**

**PRESENT:**

Ann Mandziuk	President
Denise Joss	President-Elect
Rose Bodz	Eastern Regional Rep
Peggy Bradshaw	Northwest Region Rep
Arenda Van Der Deen	SW "A" Regional Rep
Valerie Watt	Winnipeg/Interlake Regional Rep
Maren Mueller	Director-at-Large
Heather Klassen	Director-at-Large
Debbie Melosky	Government Appointed Representative
Liz Chongva	FWIC Executive Officer MB
Pat Orsak	MAFRD Representative
Julie Hockley	Executive Administrator

**ABSENT:**

Donna Young, Past President  
Audrey Clark, SW "B" Regional Rep

January 9, 2017: Called to order at 9:03am by Ann Mandziuk, President

**ADOPTION OF AGENDA**

**MOTION:** That the agenda be adopted as presented with the following additions. Debbie Melosky/Valerie Watt, seconded and CARRIED:

- Valerie Watt seeking an opportunity to speak directly following the Communications Plan from Change Makers report on a related matter. **SEE UNFINISHED BUSINESS.**
- Email from Dianne Kowalchuk regarding the ACWW request for MWI to support the resolutions stated.

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- Valerie Watt to update the members on the Facebook statistics at the request of Ann Mandziuk. Will be placed directly after the Communication Plan from Change Makers. **SEE COMMITTEE REPORTS.**
- Nominating Committee requires additional member; other items directly related to Nominating Committee to be discussed. **SEE UNFINISHED BUSINESS/Tabled Items.**

#### **APPROVAL OF MINUTES**

**MOTION:** That the minutes from the Board Meeting held December 5, 2016 be approved; Debbie Melosky/Rose Bodz; seconded and CARRIED.

#### **CORRESPONDENCE:**

- 1. Happy Holidays/Card from Sheila Malcolmson, Member of Parliament for Nanaimo – Ladysmith, New Democrat Spokesperson for the Status of Women.**
- 2. Happy Holidays/Card from Change Makers.**
- 3. Letter stamp dated November 26, 2016 from the Minister Responsible for the Status of Women, Honourable Rochelle Squires; in response to Debbie Melosky's update regarding Manitoba Rural Women's Day events.**
- 4. Letter dated December 14, 2016 from the Minister of Families, Honourable Scott Fielding in response to the MWI concern regarding the impact of inflation on households that rely on Employment and Income Assistance.**
- 5. Email from Debbie Melosky confirming that there is a 100<sup>th</sup> anniversary plaque mounted in the Municipal office in Morris. ALSO UNDER UNFINISHED BUSINESS FOR FINAL DECISION RE BENCH.**
- 6. Email from Assistant to the Honourable Ralph Eichler, Minister of Agriculture to change meeting date and time to February 6, 2016.**
- 7. Agenda for the meeting the Minister of Agriculture. Has been emailed to the Minister's office.**

Julie Hockley sent email to the Assistant of Minister's office asking if a final date had been chosen; out of office reply until January 9, 2017.

- 8. Letter drafted by Julie Hockley, approved by majority of board members, regarding mandatory in-car gravel road training within the Provincial drivers education programming; Resolutions dated 1994, 2001 and 2013; sent to Manitoba Public Insurance and copied to MADD, RCMP, Minister of Crown Services and Minister of Infrastructure.**

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9. **Email via Denise Joss and Janet Smith of the Manitoba Farm, Rural and Northern Support Services (MFRNSS) requesting funding support for re-printing of Sleepless in MB with credit given to WI as the funder and copies provided to WI; accompanying email thread from Julie Hockley regarding financial considerations. SEE UNDER NEW BUSINESS FOR DISCUSSION.**

**MOTION:** That all correspondence be received. Liz Chongva/Peggy Bradshaw; seconded and CARRIED.

## **COMMITTEE REPORTS**

### **1. Finance (written report)**

Julie Hockley provided a written financial reconciliation for the year end, October 31, 2016; this statement is attached to the minutes. Julie to meet with SENSUS Accounting today to provide all documents required for the year-end audit. The fees for SENSUS have increased by approximately \$800.00 due to changes in Canada Revenue requirements and an increase in assistance required by the office due to the change from Sage to Quick Books.

**MOTION:** That MWI accept the fee \$800.00 increase. Majority vote; CARRIED. This will be followed by a **MOTION** at the AGM by Denise Joss.

### **2. Planned Program (verbal report) – Deb Melosky**

Debbie Melosky reported that the Minnedosa United Church and the Kamarno Community Hall have been secured for October 14 and 28, 2017 respectively for Manitoba Rural Women's Day(s). Save the Date business cards have been printed and will be handed out to relevant individuals and also handed out at the March 2017 Board Meeting. Arenda Van Der Deen will hand them out at Ag Days in January 2017. Sponsorship letters have been sent to three companies thus far requesting sponsorship for speakers. A request to have a Save the Date note put on the website by the second half of January 2017 was put forward; the date and high level topic are currently on WI facebook account.

**ACTION:** The four board members attending "She Day" will look for potential ideas/activities that would translate well to MRWD 2017.

**MOTION:** To receive the verbal report. Rose Bodz/Denise Joss, seconded and CARRIED.

### **3. FWIC 2018 Triennial Convention (verbal report) – Liz Chongva**

Verbal update from Liz Chongva was provided. There is nothing to add at this time. A meeting will be held on March 25, 2017. The next update on this item will be provided at the April 2017 Board Meeting.

**4. Valerie Watt reported the following regarding facebook stats and other:**

- 219 likes
- Between Jan 2 – 8, 2017, 10 people viewed our facebook page
- 140 post engagements
- Observation that the page is not getting enough comments
- Valerie receives items from Lenore, Domain and Fisher Branch who also have facebook pages but not regularly from any other members or locals
- Requesting that Dianne Kowalchuk “like” items on facebook that she views for the purpose of the newsletter.

**ACTION:**

- **Julie Hockley to request that Dianne Kowalchuk “like” items on facebook as stated in above last bullet; email to be sent to Dianne.**
- **Email ideas to Julie Hockley to be collated and included in Snippets**
- **Ann Mandziuk to send a letter to members and locals requesting that items for facebook be forwarded to Valerie Watt and items for the website be forwarded to Julie Hockley for distribution.**
- **All Board Members to email Julie Hockley with suggested ideas for how to bring more traffic to facebook and website i.e. a contest.**

**UNFINISHED BUSINESS**

**Tabled Items**

**1. Communication Plan from Change Makers (verbal report/Julie Hockley)**

Suggested by Julie Hockley that this be reviewed in conjunction with the Strategic plan. Under **NEW BUSINESS**.

Valerie Watt requested to initiate a conversation regarding the Web page created by Change Makers. It was decided that ongoing posts were necessary in order to encourage traffic to the website and subsequent potential to increase WI profile and membership. **ACTION:** It was decided that Heather Klassen, Valerie Watt and Julie Hockley would take training with Change Makers on how to fully utilize the website. Heather Klassen will take the lead in updating the website with support from the office/Julie Hockley. Valerie Watt will maintain the lead on facebook posts and assist with website posts as needed. Heather will also assist with facebook posts as needed.

**MOTION:** Funds will be provided to cover the cost of training and subsequent travel costs for Heather Klassen, Valerie Watt and Julie Hockley to attend training with Change Makers; the additional provision of work time will be given to Julie Hockley. Debbie Melosky/Maren Muller, seconded and **CARRIED**.

## **2. Nominating Committee:**

Currently consists of Peggy Bradshaw and Denise Joss; Donna Young has stepped down; Valerie Watt will take Donna's spot on the committee. Other member positions were discussed and the Director at Large position currently held by Maren Mueller requires filling in May 2017.

### **Action Items**

**1. Denise Joss was asked to reiterate her findings regarding potential grant funding opportunities.**

The Thomas Sill Foundation and Honda Canada Foundation are potential possibilities and have no expiry dates; applications are more likely granted if programming activities are what the funds are being asked for. As grant funding opportunities become known, the board will be informed.

**2. A meeting to be arranged between Ms. Grahn of the Bruce D. Campbell Food and Farm Discovery Centre and the President of MWI for further discussion.**

Ann Mandziuk to follow up with an offer WI support for this endeavor.

**3. The Resolution Book will be converted to a pdf document with optical character recognition to ensure search capability. We do not currently have the required software to complete this through the office. Either software will be obtained by WI or Change Makers may be requested to assist.**

Julie Hockley to contact Change Makers for estimated cost along with other items that WI may choose to pursue once the Strategic Plan 2017 – 2020 is finalized.

**4. MWI 100th anniversary – a bench was purchased and placed at the museum in Morris. It has been damaged. Discussion required to determine whether WI pursue replacement of the bench.**

The bench was originally purchased through provision of a provincial grant. In addition, there is an existing plaque dedicated to WI at the town hall. Valerie Watt will investigate the cost of replacing the bench and whether there is a Hometown grant that could be accessed to cover the cost of replacement prior to a final decision being made.

**5. Letter to Dr. Karen Wittenberg from Ann Mandziuk requesting that a member be appointed to the MWI board was sent on September 20, 2016.**

Ann Mandziuk to make contact with the Faculty of Medicine to further inquire about having a faculty member sit on the WI board.

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## **OLD BUSINESS**

- 1. Update on progress of playground structure at the Peace Gardens and how the \$5000.00 provided by MWI will be utilized.**

Audrey Clarke not present. Bring to next agenda.

- 2. FWIC Media Campaign/New Membership Drive planning as part of their Strategic Planning process.**

Liz Chongva reported that discussions have centered on naming an Honorary Spokesperson and fundraising; the next meeting date is scheduled for January 26, 2017.

## **NEW BUSINESS**

- 1. Discussed the current scheduling of the 2018 AGM and FWIC meeting; currently the AGM is scheduled for May and the FWIC meeting is scheduled for July. Discussion occurred regarding how both events would be managed and what could be done to reduce the workload and time commitment required.**

Board members to email potential suggestions as solutions to Julie Hockley. This suggestions will be collated and presented to the members at the 2017 AGM.

- 1. Discussion regarding the Tweedsmuir Competitions, the Past President's WI Member Competition 2015 – 2018 Marie Kenny, "Most Memorable WI Moment" Essay – deadline for submission is January 1, 2018 and judging for each province is June 2018; the Senator Carine Wilson Competition – deadline is June 1, 2018. MWI submission deadline is 2017 AFM.**

Peggy Bradshaw will bring to the attention of members at the Russell meeting on January 10, 2017.

- 2. PEI Website WI Island Product Cooking Contest; How can MWI capitalize on this concept in Manitoba.**

Brought forward by Ann Mandziuk as information and to be considered when reviewing the Strategic Plan.

- 3. Strategic Plan (DRAFT) - for submission to Board for discussion by Julie Hockley and Meghan McKinnon.**

Discussion regarding the Strategic Plan will occur as a separate meeting on January 17, 2017 at 9:00am.

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- 4. Discussed funding the re-print of Sleepless in Manitoba as requested by the Manitoba Farm, Rural and Northern Support Services (MFRNSS). Was determined that more information is required regarding how WI would be promoted within the document, how many of the booklets would be provided to WI and whether this was a valid use of funds.**

Julie Hockley to send an email to Janet Smith, Manager at MFRNSS requesting more detail copying Debbie Melosky. If we choose to pursue this, it would be in order to utilize the booklets at the MRWD events. The Planned Program Committee would take the lead on this at that time.

- 5. Discussion regarding MWI's Ambulance Rate Reduction resolution voted on at the 2015 AGM and the subsequent action being taken at the governmental/provincial level.**

Julie Hockley to write a letter of acknowledgment to be reviewed by the Board and sent to the Minister of Health, Kelvin Goertzen.

- 6. Ann Mandziuk brought forward an email and additional documents from Dianne Kowalchuk and the Resolutions Committee regarding bringing forth resolutions passed at the Triennial Conference of Associated Country Women of the World (ACWW) held in Warwick, Great Britain in August 2016, to government.**

The Board will ask Dianne Kowalchuk to draft a letter to be reviewed by the Board, amended as necessary and then signed by Ann Mandziuk, President and the Resolutions Committee.

- 7. Ann Mandziuk proposed a \$50.00 donation to the Forever Fund in honor of Lois Neabel. MOTION:**

Julie Hockley to transfer \$50.00 from operational chequing to the Forever Fund. Valerie Watt/Liz Chongva; seconded and CARRIED.

## **ANNOUNCEMENTS**

### **Adjourn**

**Meeting adjourned at 11:45am**

Julie Hockley, Executive Administrator