



**KINNA-AWEYA LEGAL CLINIC
Board of Directors' Meeting
Saturday, November 28, 2020
Valhalla Inn, Thunder Bay, Ontario**

Minutes

Present: Alta Fenton, Candace Davies, Audrey Achneepineskum, Bonnie Vermette, Michael Deschamps, Robyn Medicine, Mary Day, Sally Colquhoun, Beth Ponka. Elder: Isabel Mercier

1. Opening and Welcome

Alta welcomed everyone to the meeting. Elder Isabel Mercier said a prayer, did a smudge and an opening.

2. Declarations of Conflict of Interest

Alta asked if there were any conflicts of interest. None declared.

3. Agenda

Add 7.4 Board Committees

MOTION #1

TO accept the agenda, as amended.

MOVED BY: Robyn Medicine

SECONDED BY: Audrey Achneepineskum

CARRIED.

4. Minutes

4.1 October 24, 2020

Under item 7.1 the title should read, "Report on a Resolved Complaint from July 31, 2020".

MOTION #2

TO accept the minutes of the October 24, 2020 as amended.

MOVED BY: Candace Davies

SECONDED BY: Michael Deschamps

CARRIED.

5. Reports

5.1 Coordinator of Legal Services

Sally presented highlights of her written report, which was sent in the Board packages and is attached to the minutes. In particular, Sally highlighted the chaos that is occurring at the LTB and the impact on our clients. The LTB is scheduling video and phone hearings, which is problematic on several levels – our clients don't have the technology and they are scheduling so many hearings; we are having a difficult time providing Tenant Duty Counsel services. A meeting has been scheduled with Michael Gravelle and Judith Monteith-Farrell next week to talk more about this.

To deal with the increased workload we aren't going to open additional Indian Day School application matters until the new year.

MOTION #3

TO approve Sally Colquhoun's Coordinator of Legal Services report.

MOVED BY: Bonnie Vermette

SECONDED BY: Michael Deschamps

CARRIED.

5.2 Director of Administration

Beth presented highlights of her written report, which was sent in the Board packages and is attached to the minutes.

We are in the process of getting laptops for Board members. Please let Beth know if you need any additional resources to be more effective as a board member.

MOTION #4

TO accept Beth Ponka's Director of Administration report.

MOVED BY: Michael Deschamps

SECONDED BY: Audrey Achneepineskum

CARRIED.

MOTION #5

TO approve submitting an application for funding to the Community Resilience Fund in the amount of \$30,000 for a Tenant Duty Counsel Coordinator.

MOVED BY: Candace Davies

SECONDED BY: Mary Day

CARRIED.

MOTION #6

TO approve submitting an application for funding to the Ontario Trillium Foundation in the amount of \$150,000, for the continuation of the Awenen Niin ID Services program.

MOVED BY: Bonnie Vermette
SECONDED BY: Mary Day
CARRIED.

5.3 **Staff Reports**

Reports were received by Tracey Lasook, Melanie Mackenzie, and Miriam McCutcheon. The Board very much appreciates reading the highlights shared in the staff reports.

6. **Business Arising**

6.1 **Board & Staff Annual Strategic Planning Session**

The board and staff meet annually for a strategic planning session. We will be holding the meeting before the end of the fiscal year. More information to follow.

6.2 **Management Team Evaluations**

Some changes have been submitted to Ian Beardy on the forms and the policy.

Mary and Alta will be compiling the evaluations and will schedule a meeting.

7. **New Business**

7.1 **Executive Meeting November 17, 2020**

Alta presented highlights of the executive meeting. The following items were discussed: management team evaluations, directors & officers liability insurance, covid-19 update, clinic modernization project, by-laws committee, upcoming board training, bank signing officers, and revised budget for 2020-21.

7.2 **2020-21 Updated Budget**

Beth presented an updated budget to reflect revisions due to the COVID-19 pandemic.

MOTION #7

TO approve the revised budget for 2020-21.

MOVED BY: Mary Day
SECONDED BY: Michael Deschamps
CARRIED.

7.3 **Staff Compensation 2020-21**

Beth presented recommendations to the Board concerning staff compensation for 2020-21.

MOTION #8

TO approve compensation increases for the staff in the amount of \$60,744 as detailed on the attached schedule, as well as setting aside \$14,772 for 2021 pay equity.

MOVED BY: Michael Deschamps

SECONDED BY: Mary Day

CARRIED.

7.4 **Board Committees**

Alta would like the board to establish sub-committees to help the board achieve its goals and function effectively. The purpose of the committees is not to interfere with management, but to oversee and provide direction. Everyone is asked to think about what committee they would like to participate on:

Finance Committee – to review, update and address financial policies and issues

Personnel/HR Committee – to review, update, and address personnel/HR policies and issues

By-Laws Committee – to review and update the By-Laws of the organization. Alta, Robyn, Candace, Beth/Sally

8. **Correspondence**

Beth shared highlights of the correspondence received – summary attached.

9. **Next Meeting**

January 23, 2021 at 9:30 a.m. at the Valhalla Inn. Cindy Whittington, former treasurer of the Board of Directors, will present a training session on clinic financial oversight and reporting.

Reminder that next zoom Board Training session with Diane Walker is December 2, 2020 at 6:30 p.m.

MOTION #9

TO approve the office closing ~~on~~ December 24, 2020 and changing the winter feast to December 18, 2020.

MOVED BY: Michael Deschamps

SECONDED BY: Bonnie Vermette

CARRIED.

Diane Walker, CEO of the Children's Centre joined the meeting. Diane presented training on general board governance – material attached.