

**D R A F T**  
**Members Involvement Group**  
**Meeting Notes**  
**Tuesday, March 21, 2023**  
**Wakefield Library**

**Attendees:** Arleen Prost, Ellie Wilkinson, Judi Webb, Claude Laroche, Monique Lalonde, Pam Scobie, Glennis and Phil Cohen, Bob Gibson, David Park, Virginie Monegeon, Linda Vanderlee, Ilse Turnsen, Lenny Prost, Peter Gillies, Peter Hale, Karen Bays, Irene Richardson, Owen Tuf

**Meeting Objectives:**

- ◆ To receive information and highlights about recent initiatives: From Owen Tuf (to be confirmed), Peter Gilles (Word from the Board), Bob Gibson (Wild Apricot) and Judi Webb.
- ◆ To review some of the key points about our Membership regulations so everyone can build future work from a shared foundation.
- ◆ To work within our Circles to form some action steps/plans which will set us on a path to achieve our aims.

***Welcome and Opening of Meeting***

Louise Profeit-LeBlanc was welcomed back from Belize and to the meeting in person. Louise performed a smudge and shared with us a prayer and story about the feather and talking stick she brought to the meeting.

***Recent Developments/Directions***

Judi Webb encouraged people to participate in the upcoming Wild Apricot training being provided by Irene and noted that she would be joining the Board of Directors and serve as a liaison between the Membership Involvement Group and the Board.

***Membership - Understanding Key Documents***

Karen reminded the group that the Centre Wakefield La Peche was governed by a set of By-Laws and are a registered cooperative and with the C-67.2- Cooperatives Act - Government of Quebec. It is imperative that good governance of the cooperative must follow these two key documents.

The group then went through a mock game show where they were asked questions from the key documents to increase the knowledge of the group and hopefully provide interest to ensure the By Laws and Charter will be considered in the future. Thanks to Ellie Wilkinson, Peter Hale, and David Park for their participation in the experience. And thanks to Irene for preparing information on the Annual Support Memberships and adding more information verbally.

***Wild Apricot Presentation - Bob Gibson***

Bob spoke briefly about his work with the Wild Apricot program and referred to his information sheet he had developed to explain this important tool the Centre uses to manage its information. (Circulated before our meeting.)

He also noted that work is still required to sort out memberships and contacts and how the By- Laws and Charter interface with current practice.

### ***News from the Board - Peter Gilles***

Peter referred to his document he had circulated that day and was asked to provide details about the grant the Board is undertaking to update and improve Gwen Shea Hall. He noted that the grant will require 10% from the Centre's budget to leverage the other 90%.

He also noted that the next Board meeting will be held on Thursday, March 30th and said agenda would be circulated. David Park reminded people that the Board had much to discuss and while the meeting was open, questions and discussions from the floor should be saved until the end.

### ***Circle Work***

Arleen introduced the move to working with our Circles by reviewing the list and designating areas for each group assemble and explaining the task(s). Each Circle was to re-examine its aim and discuss, review, and or decide on next steps.

Each group returned and reported back in summary:

*HR Circle* will meet and plan to set up a meeting with staff to share ideas and explore ways this Circle and the membership can support them.

*Governance Circle* is hoping to recruit new members to work with them as they deal with some of the most urgent governance issues. Some items already on the table are the annual budget, membership, and compliance with By-Laws and Charter. They will be calling a meeting to expand the group, identify what next steps should be, identify areas and topics where more information is needed, and plan next steps.

*Communications and Transparency Circle* noted they will be meeting to discuss ways to communicate to the broad membership and community good news about the Centre, what our group is doing, and how to get involved. Some members plan to attend Irene's Wild Apricot training to know more about that tool which manages so much of the Centre's records, communication, and data.

*Note: The Financial Stability Circle and the Building Usage Circle did not gather.*

**Next Meeting: Tuesday, April 18th, 4:00 pm to 6:00 pm** in the Library