

Canadian Parents for French, National
Board of Directors Meeting Minutes
Tuesday, May 17, 2022

*Scheduled Face to Face Meeting transitioned to abbreviated Web Meeting due to COVID-19 travel restrictions.

Attendees:

President (Chair): Derrek Bentley
Vice-President: Kate Peters
Secretary: Diane Tijman
Treasurer (Audit Chair): Larry Vaters
Director: Wendy Carr
Director: Richard Slevinsky
Director: Nancy McKeraghan

Board Support:

Executive Director: Nicole Thibault
Director of Operations: Cathy Stone
Administrator, Member, Branch & Office: Debbie Murphy

TUESDAY, MAY 17, 2022 – WEB MEETING

1. CALL TO ORDER, PRESIDENT'S WELCOME

- President, Derrek Bentley, calls web meeting to order on Tuesday, May 17, 2022, at 12:02pm. President welcomed and thanked everyone.

2. REPORTS, COMMITTEES AND WORKING GROUPS UPDATE 2021-2022

Treasurer Report, Audit Chair (*Larry Vaters*)

- Review of 4th Quarter Financials (ending March 31st, 2022) – Larry Vaters, Cathy Stone and Sylviane Pichardie have reviewed the 4th Quarter financials in detail, confirming we are in a solid place in the balance sheet.
- Preparations for the audit, fiscal year 2021-2022 – the audit will be conducted remotely and has been scheduled to begin May 24, 2022. Update to follow at August Board of Director's meeting.
- Proposed Budget 2022-2023 – No news on confirmations for funding projects submitted for the FSL Teacher R and R Campaign, Tutoring Program and Linguistic Duality Network. 2 additional funding project proposals to be submitted: Ottawa Bilingue and Government of Ontario. Core funding surplus moved to risk management fund. Continue to support branches financially. Cathy Stone and Sylviane Pichardie to develop a branch expenditures document / chart to be shared at Leader Networking Event in August.

MOTION:

- Larry Vaters moved to accept the proposed budget and seconded by Nancy McKeraghan.

CARRIED

ACTIONS:

- National to develop a branch expenditures document / chart to be shared at Leader Networking Event in August.

NATIONAL OFFICE– SUMMER 2022

Nominations Committee Update (*Kate Peters*)

- Update on Interview Process – In process of scheduling candidates for June Interviews.
- Timelines for communications to Voting Delegates – Send packages to voting delegates week of June 13, vote opens week of June 20 and closes week of June 27.

ACTION:

- National to send communique to Voting delegates week of June 13.

NATIONAL OFFICE – SPRING 2022

National Bylaw Committee Update (*Nancy McKeraghan*)

- Respectful Workplace Policy posted
- Bylaw amendments will be ready for early June posting – Nancy McKeraghan, Diane Tijman and Nicole Thibault continue to work on a few bylaws and send to Board of Directors for review / comments first week of June.

ACTIONS:

- Nancy McKeraghan, Diane Tijman and Nicole Thibault continue to work on a few bylaws and send to Board of Directors for review / comments first week of June.

BOARD OF DIRECTORS – JUNE 2022

Director of Operations Report (*Cathy Stone*)

- Report shared prior to meeting. No questions.

Executive Director Report (*Nicole Thibault*)

- Report shared prior to meeting. No questions.
- Continued monthly, check-in meetings with the PCH Official Languages Branch Director General, Sarah Boily. Discussion about Modernizing the OLA process and timeline; change of name for Linguistic Duality Day; Timeline for Consultations for new Action Plan for OL; Reviewed the advocacy CPF National Web portal page, new Early Years Brief.
- Meeting held, with Derrek Bentley in attendance, providing a CPF Overview, with New Director, “Programmes nationaux et coordination regionale” (DGLO), Placide Turenne on April 19, 2022.
- Attended the *Table nationale du FLS* Meeting, April 26, 2022: Opportunity to re-connect in person with PCH staff from Director levels to Projects officer.
- Attended Reception Event May 12, 2022, for Secretary General of the Francophonie, hosted by Minister Petitpas-Taylor. Opportunity to connect in person with the Minister and her staff, and many partners.
- Follow up monthly meetings with Network of OL Champions (Federal Public Service) in preparation for Linguistic Duality Day 2022 program planning. Brigitte Gibson is the Co-chair (PCH Director for Prairies and North Region) which is building a good relationship for discussion about small CPF Branch challenges in programming and reporting.
- 3 staff positions were posted – one manager and two coordinator levels. An offer has been extended for the CPF Network Manager of Programs, Learning and Evaluation. The candidate’s name is Annie Forget who is fully bilingual, has experience in instructional design and as a quality

control specialist. Few qualified candidates received for the two pending positions: Volunteer Experiences Coordinator and Membership and Donorship Coordinator. Re-posted the jobs and implemented some additional outreach strategies.

- Following up with legal counsel to bring some clarity to the issue at hand with CPF NB Branch; to date no details have been shared with CPF National. Red flag issue noted; Concern for interactions with PCH and as we move forward on the Governance conversations with Yves Savoie.

President Report (*Derrek Bentley*)

- **Update on Branch Liaison Work and Letters** – A good amount of Branch liaison work has been ongoing throughout the past months.
 - **CPF New Brunswick** – Ongoing communications via email on a variety of topics that are mostly operational, but also governance-related.
 - **CPF Newfoundland** – Ongoing work with CPF NL President, HR Firm, Lawyer and CPF NL Executive Director to get a new contract signed to move onto the performance review.
 - **CPF Northwest Territories** – Letter sent to all Network Presidents and Executive Directors, formally asking for support. Derrek Bentley and Nicole Thibault are actively working on it a few different ways, with meetings to come with the CPF NWT Board of Directors from a governance perspective.
 - Executive Director Evaluation process to come in the next few weeks once there is a bit of time freed up to get started.
 - CoP meeting held on April 27, 2022, to discuss the Affiliation Agreement, Commitment to Serve Form. It went very well, and feedback was provided to the Bylaw Committee for further updates. Next CoP meeting to be held on May 26, 2022, to discuss Advocacy Impact and the Learning French in Early Years Brief. Thanks to fellow Board of Directors for attending and presenting.
 - Many stakeholder meetings have been held virtually. Value in both Branch participation and National participation. Important to have two messages aligning in moving forward. Thanks to Nicole Thibault and Marcos Salaiza for their organization and participation in the stakeholder meetings.

3. ADDITIONAL BUSINESS, OTHER

- Board of Directors to approve previous Board of Director's Meeting Minutes, February 23, and March 2, 2022, by email.

ACTION:

- Board of Directors to approve previous Board of Director's Meeting Minutes, February 23, and March 2, 2022, by email.

IN CAMERA without Executive Director present

- Began at 12:52pm

ADJOURNMENT – Web meeting adjourned at 1:40pm.

First Draft – Second Draft – Final Draft

Minutes of National Board of Directors Web Meeting, Tuesday, May 17, 2022.

Derrek Bentley, President

Date Approved

Diane Tijman, Secretary

Date Approved