

Canadian Parents for French, National
Board of Directors Meeting Minutes
Thursday, August 18, 2022

Attendees:

President (Chair): Derrek Bentley
Vice-President: Kate Peters
Secretary: Diane Tijman
Director: Richard Slevinsky
Director: Nancy McKeraghan

Board Support:

CEO: Nicole Thibault
Director of Operations: Cathy Stone
Network Coordinator: Debbie Murphy

Regrets:

Treasurer (Audit Chair): Larry Vaters

THURSDAY, AUGUST 18, 2022

- President, Derrek Bentley, calls face to face meeting to order on Thursday, August 18, 2022, at 8:50am.
President welcomed everyone and completed the land acknowledgement.

1. CONSENT AGENDA

MOTION:

- Nancy McKeraghan moved to accept the consent agenda and seconded by Wendy Carr.

CARRIED

2. MINUTES (MAY 17, 2022)

MOTION:

- Diane Tijman moved to accept the previous meeting minutes and seconded by Wendy Carr.

CARRIED

3. FINAL BYLAW AMENDMENT CHANGES (Nancy McKeraghan)

- Feedback received from 3 Branches – Alberta, Ontario, and New Brunswick with requests for some changes. Main points / suggestions to keep some items under policy for flexibility and to avoid misinterpretation; broaden numbers to allow more time to adjust. The final version has been updated, posted and will be presented for approval at the AGM.
- National Board to model for Branch Boards and move from 7 Board of Directors to 5 Board of Directors. Focus on the role of being on a Board, serious involvement in committee work.

4. LEADERSHIP EVENT REVIEW (Nicole Thibault & Derrek Bentley)

- Schedule of 2 Day Event – Day 1 (Governance discussions) and Day 2 (Strategic Planning discussions). 3 Blocks for each day: Block A 9:15-11:15am; Block B 12:15-2:15pm and Block C 3:15-5:15pm.
- Round tables of some Branches collaborating; British Columbia, Alberta with Northwest Territories, Saskatchewan with Manitoba, Ontario, and Prince Edward Island with Newfoundland.
- Day 1 – Governance discussions – focus on Yves Savoie’s report and key CoP topics moving forward; DEI, membership, donorship, resource sharing, advocacy, volunteering, programming, operations, and oversight.
- Day 2 – Strategic Planning discussions – Branch check-in of operational results of where each branch is now, accomplishments and understanding of funding allocations received from PCH.

Distribute examples of funding distribution by Network's 4 pillars, programming vs advocacy, results of activities, return of investment, budget allocation, program benchmarking exercise and desired results for Strategic Plan to 2025. Understanding CPF staff functions.

- Roles to be filled for the 2 Day Event: Facilitators: Derrek Bentley, Wendy Carr and Nicole Thibault, Note Takers: Network / National staff and Tech Support, using Social Hour: Jon MacDougall.
- Affiliation Agreement Plan – print off all Branch Affiliation Agreements to be signed by President and Executive Director at the CoP Meeting. Reminder to everyone that it is in the Bylaws, and it is a living document that will evolve over the next year towards its final iteration. There is an expectation that 7 of the 10 Branches will sign.
- Announcement of new titling change from National Office / National Staff / National Executive Director to Network Office / Network Staff / Network CEO (using the abbreviation only).

ACTIONS:

- Print off all Branch Affiliation Agreements for CoP Meeting on Sunday Morning.
- Change titles from National Office / National Staff / National Executive Director to Network Office / Network Staff / Network CEO in the CPF Directory and other correspondence.

'NETWORK OFFICE' and NATIONAL BOARD OF DIRECTORS - SUMMER 2022

5. AGM REVIEW (Nicole Thibault)

- CoP Meeting prior to AGM – Sunday, August 21, 2022, from 9:15am – 10:30am. Nancy McKeraghan and Diane Tijman will attend. Affiliation Agreement to be signed by President and Executive Director.
- AGM Meeting and Service Recognition – Sunday, August 21, 2022, from 11:00am – Noon. Include a thank you to Branch British Columbia & Yukon Executive Director, Glyn Lewis and Branch New Brunswick Executive Director, Helene Pelletier for their CPF service. National office to send a service recognition certificate to Helene Pelletier marking 15 years of service.
- National Awards Presentation – Sunday, August 21, 2022, from Noon – 12:30pm.
- Post AGM Meetings – Sunday, August 21, 2022, from 12:30pm – 1:30pm.
 - Board Orientation Session and Committee Chairs Selection for Bylaws and Nominating Committees – New Board of Directors
 - Advocacy Advisory Table – Nancy McKeraghan
 - Revenue Diversification Working Group – Richard Slevinsky & Karen Pozniak

ACTION:

- National office to send Helene Pelletier fifteen year service recognition certificate.

NATIONAL OFFICE – FALL 2022

6. PRELIMINARY PLANNING FOR 2022-2023 (Nicole Thibault)

- Confirmation of Board of Director's Meeting, Follow up Meeting with Yves Savoie and Meeting with PCH in November – November 5th – 8th, 2022. Book travel according to details below.
 - If also attending ACPI Conference, arrive on Thursday, November 3rd before dinner.
 - If only attending Board of Director's meeting, arrive on Saturday, November 5th before dinner.
 - Meeting with Yves Savoie and PCH on Monday, November 7th. To be confirmed.

- Plan to depart on Tuesday, November 8th after lunch.

7. EXECUTIVE DIRECTOR UPDATES / REPORT (Nicole Thibault)

- Upcoming Deadlines:
 - November 2022 to January 2023: Contract work with Yves Savoie
 - Next steps on Affiliation Agreement
 - Discussion on new structure for Membership and Chapters
 - November 2022 to March 2023: Contract work with Social Delta, Jonathan Wade
 - Feasibility Study to establish a social enterprise for CPF virtual programs
 - January 2023 to March 2023: Contract work with Lunaria Solutions
 - Membership Survey
 - July 6th to July 9th, 2023: CPF National AGM 2023 in Ottawa/ Gatineau Region.
- Virtual Tutoring Program wrapped up on June 20th; still awaiting confirmation if funding received to run again in the fall term. Impact report in 2022-2023: Reached 830 students / 922 Volunteer Tutors / 6,108 Hours of volunteer tutoring provided. Approximately 51% of families were not CPF members previously.
- Meeting June, 2022, held with Diane Roy and Alain Dupuis of FCFA, with Derrek Bentley in attendance, at Forum des leaders on supporting CPF in building increased advocacy capacity. FCFA will follow up with a letter of support for our request for additional strategic funds.
- CPF will have two exhibitor booths at the ACPI Conference, in Ottawa in November 2022. One for CPF National to share with CPF Ontario; and one for the 'My Raison d'être' FSL Teacher R and R Public Awareness Campaign. The last photoshoot will take place, with teachers attending the conference from Alberta, Manitoba, and Quebec. To complete the pan-Canadian representation for the campaign. We will host a dinner with the PRIX Idello – National FSL Teacher Award winners 2020 (from Quebec) and 2021 (from Ontario). There may be an official announcement of the winner for 2022 – TBC.
- CPF will host an exhibitor booth at the CASLT / OMLTA Conference, in Toronto in March 2023, providing, funding.
- CPF Staff and Volunteers completed 24 individual CPF FSL Stakeholder Meetings between April 27th and August 5th, 2022. New stakeholders reached: 10 (9 MPs and one senator). Reached 3 Cabinet Ministers: 6 Members of the Opposition (including one Bloc MP).

8. ADDITIONAL BUSINESS, OTHER

- CPF Virtual Member Conference – “French: More than Words!”, October 13th – October 15th, 2022, to take into consideration time zone differences, offering both pre-recorded and live sessions.
- The program sessions will focus on a parent and youth audience, in 4 categories:
 - Youth Opportunities to Learn and Use French
 - CPF Volunteers and Chapters Sharing Program Ideas and Advocacy Experiences
 - Parenting, Wellbeing and Resiliency
- Board of Directors approved previous Board of Director’s Meeting Minutes, February 23, and March 2, 2022, by email: Diane Tijman, Wendy Carr, Derrek Bentley, Kate Peters, Richard Slevinsky and Larry Vaters.

9. IN CAMERA without Executive Director present

- Began at 1:30pm.

10. ADJOURNMENT – Board of Director’s meeting adjourned at 2:20pm.

First Draft – Second Draft – Final Draft

Minutes of National Board of Director’s Meeting, Thursday, August 18, 2022

Derrek Bentley, President

Date Approved

Diane Tijman, Secretary

Date Approved October 21, 2022

A handwritten signature in black ink, appearing to read "D. Tijman", with a long horizontal flourish extending to the right.