



## Board of Directors Minutes for the In-Camera Meeting Tuesday, February 28, 2023

### **Present:**

Chair:	Susan Fitzgerald
Vice Chair/Treasurer:	Kelly Skrzypek
Secretary:	Greg Hackborn
Directors:	Laura Miedema, Jenna Dierick, Brian Konst, Emily Miller
Chief Executive Officer:	Jane Angus
Executive Assistant:	Cindy Landry (recorder)

**Regrets:** Alison Hilborn, Elizabeth Abraham

### **Call to Order**

Susan called the meeting to order at 6:18 p.m.

#### **1. Agenda**

**Motion:** To approve the agenda.  
Kelly and Laura. **Carried.**

#### **2. Approval of Minutes – January 24, 2023**

**Motion:** To approve the minutes from January 24, 2023.  
Kelly and Brian. **Carried.**

#### **3. Business Arising from Minutes - None.**

#### **4. Executive Reports**

a. Chair's Report – nothing to report.

b. CEO's Report

Reviewed the CEO's report.

**Motion:** To approve the salary grid for 2023-2024 as presented.  
Jenna and Brian. **Carried.**

**Motion:** To approve the recommendation to maintain the current mileage rate of \$0.51/km for 2023-2024.  
Brian and Greg. **Carried.**

**Motion:** Approve the recommendation to identify the GIC as 'Restricted funds for future corporation pressures'.  
Kelly and Greg. **Carried.**

### **Discussion / Direction on the 2023 -2024 Budget**

No specific direction; Jane present a draft budget for approval at the March meeting.

**Motion:** To approve the CEO's report as presented.  
Jenna and Emily. **Carried.**

**5. New Business**

**a. Planning for the Future Updates**

Kelly talked to Executive Recruiter that REACH used to recruit their new Executive Director. John is based out of Toronto and indicated most firms would be out of the GTA; John grew up in Hamilton and has clients all over the province. They can do a full line of services to help with job descriptions, marketing and placement of ads. \$24,000 was charged to REACH. Contact Brant is smaller and would probably be approximately \$19,500. They believe the hiring process would only take 2-3 months, maybe up to 6 months. Jane has indicated she will give lots of notice. Service also guarantees 18 months - if the person doesn't work out, they will find another candidate. They have worked with NFP, municipalities and government departments.

John asked about Jane's salary and he indicated the salary is a bit low, and the market rate would be more in the \$110,000 – \$125,000 range to interest someone at the managers level.

Laura indicated that comments back from REACH Board were positive about this company. They felt they were guided well. It was also a realization of what responsibilities the BOD has in this process. The consultant will help identify the questions and be there through the interview process - it is the Board's decision who they will hire.

Jane spoke to Scott Gregory, the MCCSS Program Supervisor, asking if the Ministry would help cover the costs of a recruiting firm, as well as supporting the agency to reach the appropriate salary level for a CEO. Scott does not think so but will explore what might be possible. He is interested in attending a Board meeting again in the Spring. Jane reiterated she does not have a retirement date set yet.

The Board felt this information is a good starting point, and that Headhunter firms are worth their money.

Noted that REACH still has the former ED, on the payroll in a contract position for a couple of years. He will come back a couple of times throughout the year at certain times (year-end, budget planning, reporting, etc.).

**6. Correspondence – no correspondence.**

**7. Motion to Rise**

**Motion:** To rise and adjourn out of in-camera at 7:00 p.m.  
Greg and Jenna. **Carried.**

---

Date

---

Chair's Signature