

**Brain Injury Association of Windsor and Essex County  
Board of Directors Meeting  
MINUTES**

**Wednesday, October 26, 2022 5:30 Dinner  
6:00 Meeting**

**ALSO 1100 University Ave W**

In Attendance: Joanne King, Marcus Niessen, Theresa Wunder, Anne Marie Keough,  
Alex Carson, Alix Khanafer, Rachel Olsen, Anna Jurak (ED)

Absent: Claudia Town Regrets: Kim Spirou

1. Call to Order - Joanne King at 5:39pm
2. Declaration of Conflict of Interest - None
3. Approval of Agenda. **MOTION:** To approve the Agenda without changes. Moved by Alex C. Seconded by Theresa. Passed.
4. Consent Items
  - (a) Approval of the Minutes of September 28, 2022. **MOTION:** to approve the minutes of September 28, 2022. Moved by Anne Marie. Seconded by Theresa. Passed.
  - (b) Acceptance of the Executive Directors September/October 2022 Report- Refer to Report  
-\$2000 donation from Greenshield was received today. Requested 5 volunteers from them for next year's golf tournament. Tournament date will be Sept. 21, 2023.  
Discussed having a weekly ED report in addition to monthly report.  
**MOTION:** To accept the Executive Director's Report. Moved by Theresa. Seconded by Alex C. Passed.
5. Board Reports
  - (a) Treasurer's Report - Refer to Report  
Joanne provided updated financial reports as at Oct. 27, 2022.  
**MOTION:** To approve the Treasurer's Report. Moved by Marcus. Seconded by Alix C. Passed.
  - (b) Education/Program Committee - Refer to Report  
Theresa provided an update on the blogs, which will be on the BIAWE website, Facebook and Instagram. Discussed doing infographics and videos for Instagram. Summarized the minutes of the October 24, 2022 meeting.  
**MOTION:** To approve the Education/Program Committee Report. Moved by Theresa. Seconded by Alex C. Passed.
  - (c) Finance/Fundraising Committee - Refer to Report  
Alix provided an update. Need volunteers for Butterfly Lane seed planting event/committee. BIAWE is back on the list for the Caboto pasta dinner fundraiser. Discussed getting sponsorships for next year's golf tournament and putting together a golf tournament committee in November. Discussed having a yard sale in Butterfly Lane in the spring. Discussed idea of having yoga in the park as a fundraiser.

**MOTION:** To approve the Finance/Fundraising Committee Report. Moved by Alix C.  
Seconded by Theresa.

6. Old Business

- (a) Strategic Plan Meeting – Thurs. Nov 3 at 5:30 at ALSO
- (b) Policy Development – Theresa, Anna and Joanne to have meeting
- (c) New Board Members – Theresa and Marcus to interview potential new members

7. New Business

- (a) Other

8. IN CAMERA – ED Annual review. **MOTION:** To increase ED Anna Jurak's salary to \$65,000/year effective January 2023, with a bonus of \$8000 effective before the end of 2022. Moved by Alix K. Seconded by Alex C. Passed.

9. Date of next meeting: Wed. November 23, 2022 at 5:30

10. Adjournment at 7:10pm

Strategic Planning Meeting: November 3, 2022

Fundraising Committee: November 10, 2022

Education Committee: November 21, 2022