

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

MINUTES

Wednesday, November 23, 2022 5:30 Dinner

6:00 Meeting

ALSO 1100 University Ave W

In attendance: Joanne King, Marcus Niessen, Theresa Wunder, Rachel Olsen, Anna Jurak (ED) (no quorum)

Absent: Alix Khanafer, Alex Carson, Claudia Town, Kim Spirou, Anne Marie Keough

1. Call to Order by Joanne at 5:49pm
2. Declaration of Conflict of Interest - None
3. Approval of Agenda - Moved by Theresa. Seconded by Marcus. Passed.
4. Consent Items
 - (a) Approval of the Minutes of October 26, 2022. **MOTION:** To approve the minutes of October 26, 2022. Moved by Theresa. Seconded by Marcus. Passed.
 - (b) Acceptance of the Executive Directors November 2022 Report
BIAWE Social Workers will help determine how to disperse the CMHA donated bus tickets and gift cards on the basis of need. Discussed having reimbursement agreement between BIAWE and clients who receive settlements from litigation. Discussed developing criteria for determining who receives items from BIAWE ie. tablets, computers, etc. Working on developing detailed job description for Sunshine callers and 6-month time frame minimum. Discussed hiring a fundraiser for the golf committee.
MOTION: To accept the Executive Director's Report. Moved by Theresa. Seconded by Marcus. Passed.
5. Board Reports
 - (a) Treasurer's Report – Refer to Report
Joanne provided updated financial reports as at October 31, 2022.
MOTION: To accept the Treasurer's Report. Moved by Theresa. Seconded by Marcus. Passed.
 - (b) Education/Program Committee – Refer to Report
MOTION: To accept the Education/Program. Moved by Theresa. Seconded by Marcus. Passed.
 - (c) Finance/Fundraising Committee – Refer to Report
Defer- no one from committee present
6. Old Business
 - (a) Strategic Plan Finalization-defer

7. New Business

- (a) Budget 2023 – defer
- (b) Fundraising for 2023 – defer
- (c) Potential Board Members – **MOTION:** To approve Sara Pender, Lauren Fields, and Rachel Shore as Board Members. Motion was unanimously approved by email vote on November 28, 2022.

8. Date of next meeting: January 25, 2023 via zoom

9. Adjournment at 7:00pm

Upcoming meetings:

Finance/Fundraising meeting- Dec. 8, 2022

Education- Jan. 23, 2023