

MINUTES OF VANCOUVER POETRY HOUSE

Place: Virtual Meeting Room

Date: February 4 2023

Board Members Attending: Leslie Stark, amanda eagleson, Karla Laird, Nicolas Cote

Staff:

Guest(s):

Motions:

- It was moved that the January 8th 2023 minutes be approved. Motion Carried

Action Items:

- Amanda to check in regarding Social Media posts (and inclusion of access info)
- Amanda to resend Policy Manual Shared Doc
- Amanda to reach out to the developer of the accessibility statement on ways to better achieve the goals of the statement
- Amanda to look into and if ideally send out a Google Form acknowledging HUMAN RIGHTS CODE, CANADIAN CHARTER OF RIGHTS AND FREEDOMS AND LABOUR LAWS SURROUNDING THESE CODES, The Employment Code for BC, UNDRIP and the Truth and Reconciliation Commission: Calls to Action, and carfac <https://www.carfac.ca/tools/fees/> have been read

Call to Order: 11:31

Adjourned: 13:32

Chair(s): Leslie

Agenda Item	Discussion and Decisions
1a) Action Item Updates: <ul style="list-style-type: none">• Amanda make recommended improvements to the post for Black History Month	<ul style="list-style-type: none">• The suggestions provided at the last meeting were taken and the blog entry posted

<ul style="list-style-type: none"> • Colleen to check on the consistency of Social Media Messaging regarding access information • Leslie will consider other options for Wordplay Workshops expansion (see poetry in voice) • Amanda will check on specific rules and society's act regarding changes to manual and look into this further • Amanda will make changes to Calendar (shifting Policy Work to March) and list other items to be done 	<ul style="list-style-type: none"> • Unknown as GM not present: Action Item for Amanda to check in with GM • Poetry in voice info was forwarded to GM • Item Complete: Details are in Agenda Item—noted that while there are no issues making these changes but community involvement would be ideal • Item Complete <p>Agenda Items 1 (minutes) moved to the end of agenda GM and AD unable to attend</p>
<p>2) Financials: Balance Sheet December 2022 https://docs.google.com/spreadsheets/d/1l_EJx5AY4KFQZtZHgS7juWljZJaM7uulu/edit#gid=936273442</p>	<p>Amanda Shared Screen: Total Liabilities: \$30,957.76 /Assets: 53,275.20</p> <p>Noted: This is a monthly breakdown.</p> <p>The yearly budget (sent and covered at last meeting) has the most relevant information</p>
<p>3) Anti-racism work:</p>	<p>Little to add: Policy work further down dovetails into this as it's a recommendation of the anti-racism audit.</p> <p>Podcast on educator on anti-racism recommended "Anti-Racist Educator Reads"</p>
<p>4) Changes to Policy (and notes from society act on changes to constitution and bylaws) https://docs.google.com/document/d/1U8-c0IMVnUDI0KNbdrT9neR7TlcBoDdRsW3x6NSI-4A/edit?usp=sharing</p>	<p>Amanda shared the following: Notes from our Bylaws last changed in 2019 changes include the "Policy Manual"</p> <p>This was to open policy up to make changes easier (provided nothing in the policy manual clashes with the Society's Act)</p> <p>Changes to the Bylaws require special resolution and registration.</p>

	<p>We are Ok to make changes to the Bylaws (there is no special resolution required) However as previously stated it is wise to have a community meeting/invite/or committee prior to any final votes and after initial board meeting, discussion and planning regarding this.</p> <p>A good Goal for March would be to have some sort of an idea of what changes would be made to the manual and then community meeting after Verses.</p> <p>So far what has been done is I have sent out the “shared doc” version of the manual for people to make comments on (what would be clarified/where there are questions...essentially feedback)</p> <p>One of the main pieces from the audit was “can you finalize this policy manual”</p>
<p>5) Accessibility Statement /conversation with developer?: https://www.vancouverpoetryhouse.com/acknowledge/accessibility-statement/</p>	<p>Amanda Presented the following: Community members had expressed concerns regarding the Accessibility Statement (and better meeting it) and there was to be work with the (now) outgoing president on this. But with the shifts in the board make-up since and the expressed lack of capacity (and frustration with response times as a result of the shifts) of the community member bringing forward the concerns, there is a need to come back to issues to make sure they are addressed.</p> <p>Was looking for board input in reaching out to the developer of the accessibility statement on how to better achieve the desired outcomes of the statement.</p>
<p>6) ON the Calendar: https://docs.google.com/spreadsheets/d/1p6ZwZNwt8rR81J8hQzVWwCRAcwxBd0uABM6_4guJE/edit#gid=0</p>	<p>We’ve shifted policy discussions to March.</p> <p>Two open aspects on the Calendar (which haven’t been done yet) but are fairly easy to address) are (from the audit) 1) BECOME FAMILIAR WITH THE HUMAN RIGHTS CODE,CANADIAN CHARTER OF RIGHTS AND FREEDOMS AND LABOUR LAWS SURROUNDING THESE CODES, ADD: The</p>

	<p>Employment Code for BC, UNDRIP and the Truth and Reconciliation Commission: Calls to Action</p> <p>2) Consent to Act Forms signed</p> <p>Copies of the Consent to Act Forms have been sent Thought was to sign. Then when one signed resent the signed PDF for the second signature.</p> <p>How do we have a record (or acknowledgement that everyone has read the Human Rights Code) (and do we need to have a record?)</p> <p>It was recommended by chair we read over as well, link provided by Karla: https://www.carfac.ca/tools/fees/ as an equity issue</p> <p>Added: <u>March 11th, 11:30am as the date for the next meeting</u></p> <p>Questions raised: Specific to forming committee re: policy changes: Is there a Process for community engagement?</p>
7) Approval of the January 8th 2023 Minutes	<p>It was moved that the January 8th 2023 minutes be approved. Motion Carried</p>
8)	
9)	