

Board Meeting Summary – August 22 & 23, 2014

The MAS Board of Directors held an Orientation session and Board Meeting on August 22nd & 23rd, 2014. The meetings were held at the United Way of Regina and the Neil Balkwill Civic Arts Centre in Regina.

Key results of the August meeting were:

- Kristen Enns Kavanagh of Prairie Wild Consulting facilitated a half-day Board orientation session. The session included a summary of the Policy Governance model, roles and responsibilities of Board members, the role of communications in good governance and a discussion relating to Ownership and Stakeholder linkage in policy governance.

- Wendy Fitch, Executive Director provided a brief overview of MAS operations. Particular emphasis was given to the history of MAS and the program and services section. As well, procedural information relating to Board expenses was described.

- The Board undertook a review of both the Global ENDS policy and the MAS Strategic Plan. These two documents were reviewed together to ensure that they mirrored one another and continue to reflect the direction the Board wishes MAS to take over the next 3-year period. The global ENDS Policy was determined to accurately reflect the Board's direction for the Museums Association of Saskatchewan. In reviewing the two documents together it was necessary to clarify the language within the strategic plan document to more clearly articulate the Goals and Objectives and ensure they mirror the Global ENDS Policy.

- The Board discussed the General Reserve & Accumulated Surplus components of the Financial Statements. A review will be done to determine the appropriate calculation for determining how much should be in the General Reserve Fund.

- There will be an Enterprise Risk Management meeting on September 18th with KPMG, SaskCulture and Heritage Sask. The purpose is to clearly identify the roles and responsibilities for both staff and board in the ERM process. Wendy Fitch-Executive Director, Brenda Herman-Director of Finance, Robert Hubick-President and Yvonne Hotzak-Director will be attending from MAS.

- The SaskCulture AGM & Eligible Organizations meeting held in Regina on June 13th and was attended by Robert Hubick-President, Chad Debert-Director, Brenda Herman-Director of Finance and Eric Bell-Communications Coordinator.

- CMA 2014 AGM & Conference was attended by Robert Hubick and Wendy Fitch.

- Board Members and staff attended the following events:

June 14 – Briercrest Museum – Heritage Days / Dan Holbrow & Eric Bell

June 27 – Wynyard & District Museum – Grand Opening / Yvonne Hotzak

July 19 – Harris & District Museum – Ruby Rush Days / Robert Hubick

August 16 – Willow Bunch Museum – Centennial Celebration / Evelyn Siegfried

August 16 – Rocanville & District Museum – Market at the Museum / Eric Bell & May-Lin Polk

August 17 – Spy Hill Museum – 60th Anniversary Celebration / Corinne Bokitch

Wendy Fitch, Chad Debert & Robert Hubick will attend the Sask. African Canadian Heritage Museum – Celebration of Excellence on September 13th.

- The Board set the dates for all board meetings for the coming year. They are as follows: October 24-25, December 5-6, January 30-31, April 10-11 and May 21 (pre-AGM meeting). As well a March conference call will be scheduled to approve the 15/16 budget. At this time all meetings are planned to be in Regina.

- The Board members attending fall Network meetings was determined as follows:

October

- 2 – South Central Network / Willow Bunch / Carol Peterson
- 4 – North West Network / Wilkie / Chad Debert
- 6 – North East Network / Birch Hills / Julie Jackson or Yvonne Hotzak
- 6 – Quill Plains Network / Cudworth / TBD
- 8 – Prairie Trails Network / Eastend / Stephanie Kaduck
- 18 – Qu'Appelle Network / White City / Robert Hubick
- 20 – Seneca Root Network / Canora / Yvonne Hotzak
- 25 – Parkland Network / Rocanville / TBD
- 25 – River Valley Network / Hague / TBD
- 27 – West Central Network / Elrose / Chad Debert

November

- 5 – Heritage Heartland Network / Moose Jaw / Evelyn Siegfried

The Board Committees and Chairs for 2014/5 are as follows:

- Nominations Committee: Robert Hubick (Chair), Rhonda Lamb, Corinne Bokitch, Joan Searle
- Audit Committee: Carol Peterson (Chair), Chad Debert
- Board Risk Management Committee: Yvonne Hotzak (Chair), Robert Hubick, Carol Peterson
- Ownership & Stakeholder Linkage Committee: Chad Debert (Chair), Stephanie Kaduck, Julie Jackson, Corinne Bokitch, Evelyn Siegfried
- Audit Committee: Carol Peterson (Chair), Chad Debert
- Board Procedures Manual Development : Yvonne Hotzak (Chair), Rhonda Lamb, + one more (tbd)

- The Board reviewed the evaluations from the 2014 Conference & AGM in Swift Current. Overall the comments were very good. There were a few suggestions that will be taken into consideration for future conferences. MAS staff will continue to send the conference packages out early to allow participants more time to plan.

- The Board has done their work on the Vision, Purpose, Value and Goals of the organization for the Strategic Plan. The next step is to indicate more detail for the Ends. A facilitator will be brought in for this process. The staff will work on the Strategic Objectives of the organization.

- The Board would like to research some type of Awards program for the organization. A committee will have to be established that would work with the Ownership Linkage Committee. Member input will also be important through this process.

If you have any comments or questions, you can contact us by telephone, mail, or email.

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