



Minutes

ADVISORY COMMITTEE ON VOLUNTEERS (ACV)

Date: Thursday, October 4, 2018

Location: PEO Offices, Room 1C

Time: 5:00pm – 8:00pm

<p>Attendance:</p>	<p>Sean McCann, P.Eng. – Chair Lisa Lavery, P.Eng. – Vice Chair Michael Chan, P.Eng. – Council Liaison Christian Bellini, P.Eng. Nick Colucci, P.Eng. Márta Ecsedi, P.Eng. Chris Kan, P.Eng. (teleconference) Eric Nejat, P.Eng. Saif Rehman, P.Eng. - guest</p> <p>Regrets: Doug Hatfield, P.Eng. Vic Pakalnis, P.Eng.</p> <p>Staff: Margaret Braun, MEd, CHRE – (Acting) Director, People Development (Committee Advisor) Viktoria Aleksandrova – Committee Coordinator (Staff Support)</p>
<p>AGENDA ITEMS</p>	<p>ROUTINE BUSINESS</p>
<p>1.1 Welcome and Introduction</p>	<p>The Chair welcomed everyone and called the meeting to order at 5:58pm.</p>
<p>1.2 Approval of Agenda</p>	<p>Moved by Márta Ecsedi, seconded by Lisa Lavery:</p> <p>That the Agenda be approved as amended. MOTION CARRIED.</p>
<p>1.3 Approval of Minutes (August 9, 2018)</p>	<p>Moved by Michael Chan, seconded by Lisa Lavery:</p> <p>That the Minutes of the ACV meeting held on August 9, 2018 be approved as amended. MOTION CARRIED.</p>
<p>1.4 Council Update – September 20-21, 2018</p>	<p>Michael provided an update on the Council meeting, as per the Disposition of Motions.</p>



2. COMMITTEE AND TASK FORCE REQUESTS	
2.1 Volunteer Leadership Conference Planning Committee (VLCPC) Terms of Reference	Moved by Márta Ecsedi, seconded by Nick Colucci: That the Volunteer Leadership Conference Planning Committee (VLCPC) Terms of Reference be approved as presented. MOTION CARRIED.
3. BUSINESS ARISING FROM PREVIOUS MINUTES AND ACTION ITEMS	
3.1 Evaluation Form and Policy subcommittee (former Strategic Planning subcommittee) – Update	It was reported that the ACV’s strategy proposal will be presented for approval during the November Council meeting. An update and next steps to be discussed by the subcommittee after the Council meeting.
3.2 Succession Planning Subcommittee – Update	The Chair provided an update that the subcommittee continued to work on developing a training program for new and existing members. Chris Kan will conduct two training sessions: a) Leadership training, and b) New member training/orientation.
3.3 2018 Committee Chairs Workshop subcommittee - Update	The subcommittee Chair reported that the subcommittee confirmed the workshop theme, discussion topics and case studies. She also noted that 40% of participants are new attendees, i.e. those who were not present at the last year’s workshop. The following ACV members agreed to act as moderators at their respective tables during the workshop: Sean McCann, Lisa Lovery, Christian Bellini, Michael Chan, Nick Colucci, Márta Ecsedi and Eric Nejat. Vic Pakalnis will be a time-keeper. <u>Action [1]:</u> <ul style="list-style-type: none"> • Staff to send the Workshop Agenda and case studies to the ACV moderators listed above.
3.4 Volunteer Leadership Conference Planning Committee (VLCPC) – Update	Márta Ecsedi provided an update that the VLCPC had a face-to-face meeting on Aug 14 th . Márta was elected as the new VLCPC Chair, Guy Boone was elected as the new Vice Chair. The committee reviewed the 2018 Volunteer Leadership Conference (VLC) feedback summary. The overall feedback is very positive. The committee will start planning for the 2019 VLC once the conference budget is confirmed by Council in November.
3.5 Government Liaison Committee (GLC) – Update	Nick Colucci – ACV rep on the GLC, provided a brief update on the committee’s activities and preparation for the Queen’s Park event.



4. OTHER BUSINESS	
4.1 ACV 2019 Work and HR Plan	Moved by Nick Colucci, seconded by Lisa Lovery: That the ACV 2019 Human Resources (HR) Plan be approved as presented. MOTION CARRIED. Moved by Nick Colucci, seconded by Eric Nejat: That the ACV 2019 Work Plan be approved as presented. MOTION CARRIED.
4.2 ACV 2019 Roster	Moved by Christian Bellini, seconded by Michael Chan: That the ACV 2019 Roster be approved based on pending changes. MOTION CARRIED.
4.3 New ACV Committee Advisor	The Chair introduced Margaret Braun, MEd, CHRE – (Acting) Director, People Development.
4.4 EIR Program	This item was discussed as part of Item 1.4 Council Update – September 20-21, 2018.
5. SCHEDULE OF NEXT MEETINGS – AND – ADJOURNMENT	
Future Meetings and Adjournment	The next ACV meeting/event dates are: <ul style="list-style-type: none">- Friday, October 26, 2018 - Committee Chairs Workshop- Thursday, December 6, 2018 The meeting was adjourned at 7:33pm.