

May 18, 2024 | 📅 L. A. Foundation Planning Meeting

In Attendance: Christina Radvak - Partnerships Director | Jill Patrick - Grants Director | Kristine O'Rielly - Scholarships Director | Kieren Britton - Board Chair, acting Marketing Director

Date: May 18, 2024

Location: ACC - Bell Cabin - Canmore, AB / hybrid

With respect and reciprocity we acknowledge that the land in which we gather is the traditional Treaty 7 Territory, home to the Blackfoot Confederacy Nations of Siksika, Kainai, and Piikani, along with the Tsuut'ina First Nation. We also acknowledge neighbors from the Îethka Stoney Nakoda Nation, comprised of the Chiniki, Bearspaw, and Good Stoney Bands. This territory is also the ancestral home of the Métis Nation of Alberta, Region 3, within the historical Northwest Métis homeland.

At the L. A. Foundation, we honor and respect the Indigenous voices of these Nations as well as the nations in each one of our chapters, standing as guests on their land with gratitude, and in solidarity as an act of reconciliation.

Legend:

- Black writing – added to the meeting minutes before the meeting
- Blue – Discussions that took place
- Purple – Defer to another meeting
- Red – Motion (include name, motion, name of second, # of opposed, # of against)
- Green – Action items (to move down to action item area)
- Brown – Off the record

Agenda

- Financials:
 - Financial review
 - Accounting invoice 2019 - 2022
 - Let's put this into the AGM as a vote publicly with the members
- Admin:
 - Chapter Coordinator onboarding process
 - Review website
 - Insurance
 - Action Item - The Lady Alliance Foundation - Follow up with details around where our insurance stands

- Thinkific
 - Thinkific is \$500 a year, this is a big expense but key to our mission while offering education.
 - What if we offer webinars once a quarter where we feature other educators and experts
 - jilleen.patrick@gmail.com - Building a business model around webinars and live education and payment models.
 - Discuss and assess ongoing needs and who would own this project
 - Motion: Kieren - Motion to cancel thinkific, transition content to blog posts, and build a business model around virtual live educational webinars that feature experts in the outdoors and align us with other organizations. - Jill Second - No opposed. (4)
- Succession
 - Work towards a part time paid executive director position
 - Part time, admin, handles chapter leaders and marketing
 - Near future, we need to have a few more director roles that can transition more
 - Realistically, Kristine and Kieren have one (1.5) more years here
 - Roles:
 - Board Chair (Financial and legal) - Up for renewal 2025 (Gayarti)
 - Kieren supporting 2026
 - Grants Director (Funding our organizational costs) - Up for renewal 2024 (Jill returning)
 - Fundraising and Partnerships Director (Partners and Large Donors) - Up for renewal 2025
 - Scholarships Director (Delivery of scholarships) - Up for renewal 2025 (Find next person)
 - Chapter Coordinator Director (Chapter coordinator management) - Up for renewal
 - Marketing Director (Email and social) - Up for renewal
 - Education Director (Webinars)
 - Solidify 3 year plan
- Waiver refresh? Discuss Smartwaiver and paper waivers
 - Motion - Kieren - Transition off of smartwaiver back to group paper waivers. Second - Christina. No Opposed (3)
 - We will print the waivers and send them out
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- AGM Agenda (below)
- Scholarships:
 - More accountability with scholars through a counteract
 - Social content, follow through, etc
 - We have starting docs that we can use year over year
 - Tweak application
 - Use the proper application for next year****

- We now have a scoring system that allows us to take a more unbiased approach
- We no longer match to an educator which minimizes the human bandwidth
- Will there be a maximum percentage to any one scholarship? Ex - \$2800 of \$3500 to deliver.
- Filtered the application process
- Kristine - Build contact
- Year Goal:
- Fundraising
 - Passive fundraising
 - Kilimanjaro - Jill wasn't sure on this - fundraising effort for 2026 with Women Who Explore - following She Jumps model
 - Year Goal:
- Partnerships:
 - MEC follow up with with whats left to do and then leave it with them
 - Merrell follow up with with whats left to do and then leave it with them
 - Move forward with them early next year
 - Kieren - connect Jane Iredale with Chris
 - Year Goal:
- Grants:
 - Next year's grants focusing on redoing this training weekend
 - Operational grants are key if we can find them
 - Post more of a thank you to Arc'teryx and explain their support on the island
 - Year Goal:
- 3 year plan
- Future Leadership Summit
 - Send out survey to participants from this year to get feedback
 - How to manage child care
 - Commitment to attendance
 - Need to be ready to cover the cost, pay what you can
 - How to manage sickness
 - Costs are going to go up for next year (inflation)
 - 11 chapters
 - Keep it consistent, what does that mean for training?
 - 10 months of the year, coordinators need to put on an event, something to consider with keeping motivation to keep requirements
 - Location might change
 - Kieren might get property on the island
 - May is a good time to have it because of the AGM
 - No paints or beads next year if there are kids under the age of 3 (regarding kids)
 - Bring bubbles instead

Adjourned - 3:30 pm May 18, 2024