**Canadian Institute of Management
Board Executive Meeting Minutes**

# ***Wednesday, March 20, 2024***

## Call Meeting to Order

The Executive Committee Meeting of the Canadian Institute of Management was called to order at 6:00 PM Central on Wednesday March 20, 2024 by Bob Fisher.

***Roll Call:***

Robert Fisher, C.I.M., C.Mgr.

Steve Lupky, C.I.M., C.Mgr.,

Elizabeth Wood, C.Mgr.

Valerie Gundersen, C.I.M., C.Mgr.

***Minutes recorded by***  Valerie Gundersen, C.I.M., C.Mgr.

**Motion**: To go in-camera

**Moved:** Valerie Gundersen

**Seconder:** Steve Lupky

**ACCEPTED**

* For the April 20 strategy session, no staff including Matt will be attending.
* Reporting in general has been lacking for financial information and current information.
* Comparisons of PAYING members over the years - choose a 5 year and 10 year comparison to today’s?
* Finance committee - should include 2 Board members and bring specific recommendations to the Board

We need to nail down the issues we have as Executive Committee and have discussion with Matt citing issues and changes we need to see. As we work through the strategy, we need to create measurables such as:

- target revenue with U of L

- Membership - targets

- Corporate training - measurable growth, actual steps, who’s in charge, how are we measuring success?

Gaps we have noted - Matt needs to have an annual work plan and determine if on track / off track. No need to provide an expansive CEO report. Need to hold him accountable.

Need to have measures and goals.

The board is hung up on working / non working, purpose of board is governance. We should be effective. Inputs from our skill sets, supporting the staff based on our experience. Guidance, insight, support, governance

Does Anela bring value? Is our marketing effective? Is this a necessary cost? Brand recognition needs to be the focus.

Deb and Julia, cost is excessive for roughly 40 hours per month.

Need to get the information for the 20th strategy meeting to have a clear picture of finances and where we sit.

We’re meeting alone, concerns around direction, shortfalls, costs, finance giving direction to the board etc. Recommendations on changes we need to see before, need change management. The holistic direction of the board, digestible pieces of the roles, not the people (staff)

Valerie to create outline for the strategy session outline, asking each board member to submit their idea in advance of the meeting.

Action item list with timelines.

This strategy plan should be for one year.

Adjourn 7:05

**Adjournment**

Motion to adjourn the meeting at 7:05 Central

**Moved:** Valerie Gundersen

**Seconded:** Steve Lupky

APPROVED