

AFS BOARD OF DIRECTORS – GOVERNANCE COMMITTEE MEETING MINUTES

Wednesday, October 15, 2025

12:15 pm

Microsoft Teams – Virtual



ATTENDANCE

AFS Board of Directors: ☒ Wes Lavergne (Chair) ☒ William Johnson ☒ Megan Bernard
☒ James Agnew

AFS Staff: ☒ Ali Juma, CEO ☒ Brenda Clarke, Director, Community Services & Strategic Initiatives ☒ Obianuju Fadijo, Executive Assistant

Youth Representatives:

Regrets:

MINUTES

1.0 Quorum

Quorum established.

2.0 Call to Order

Meeting called to order at 12:17 pm.

3.0 Review of Agenda

The committee reviews the agenda as presented.

MOTION

BIRT, the committee approves the October 15 2025, agenda as presented.

Moved by:

Megan Bernard

Seconded by:

James Agnew

All in favour.

CARRIED.

4.0 Approval of Previous Minutes

The committee reviews the minutes as presented.

MOTION	BIRT, the committee approves the June 18, 2025, minutes as presented.		
Moved by:	James Agnew		
Seconded by:	William Johnson	All in favour.	CARRIED.

5.0 New Business

No new business

6.0 Ongoing Business

a. General Membership Policy (BoD-D-006)

The Chair drafted a new policy that was presented to the committee members. The draft policy stipulates criteria for membership. The policy will be provided to the board for review and approval at the November board meeting.

b. Accreditation Loose-ends

a. AFS Engagement Plan

Brenda noted that the Family Engagement Coordinator is working on the AFS engagement issues and promotion of the Youth Hub in the community. She has requested that we revisit the document at the January board meeting to determine which parts of the engagement plan the Board will be responsible for and which part will be managed by staff. The Engagement Plan will be included in the January board meeting agenda.

In regards to the accreditation site visit, the interview preparation meeting has been scheduled for November 3rd at 5 pm. Brenda will provide the board members with an overview of what to expect during the interview with the accreditation reviewers, including key areas of focus and suggested approaches.

7.0 Standing Items

a. 2025 Upcoming Tasks – Board Work Plan

The Chair emphasized that the priority for this month is to review the current slate of directors and officers. Bill noted that, following David Petersson’s resignation, the Board will need to fill the vacancy. However, it is likely that recruitment efforts will be deferred until January, as the November board meeting will be shortened due to the accreditation site interviews, and the committee does not convene in December.

An upcoming task in November includes the filing of annual returns. Uju has been assigned responsibility for completing this task.

b. Youth Advisory

Brenda shared that the youth recently had the opportunity to meet with Ontario NDP Leader, Marit Stiles, at the Youth Hub. During the visit, the youth engaged her in meaningful discussions.

c. Board Succession

No update

d. Presentation

No update

8.0 Other Business

Bill informed the committee that David Petersson has resigned from the Board, effective immediately. As a result, his role as Treasurer is now vacant. The slate of directors will need to be updated in preparation for the Annual General Meeting (AGM). Given the timing, the recruitment of a replacement—ideally someone with a finance background—will be deferred to January. In the interim, Bill will serve as Acting Chair of the Finance and Operations Committee.

9.0 Next Meeting

November 19, 2025

10.0 Adjournment

MOTION

BIRT, the committee moves to adjourn the meeting at 12:36 pm.

Moved by: Megan Bernard

Seconded by: William Johnson

All in favour. CARRIED.

Submitted by: Obianuju Fadijo, Executive Assistant