

AFS BOARD OF DIRECTORS – GOVERNANCE COMMITTEE MEETING MINUTES

Wednesday, February 18, 2026
12:15 pm
Microsoft Teams – Virtual



ATTENDANCE

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

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

Youth Representatives:

Regrets: James Agnew

MINUTES

1.0 Quorum

Quorum established.

2.0 Call to Order

Meeting called to order at 12:16 pm.

3.0 Review of Agenda

The committee reviews the agenda as presented.

MOTION

BIRT, the committee approves the February 18 2026, agenda as presented.

Moved by:

Megan Bernard

Seconded by:

William Johnson

All in favour.

CARRIED.

4.0 Approval of Previous Minutes

The committee reviews the minutes as presented.

MOTION	BIRT, the committee approves the October 15, 2025, minutes as presented.		
Moved by:	Megan Bernard		
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)

A draft General Membership policy was reviewed. The policy addresses membership eligibility, including age requirements and geographic ties to AFS service area. The committee agreed to forward the draft to the Board for broader discussion and input regarding residency requirements prior to approval.

b. Accreditation Update

Brenda mentioned that all required accreditation materials through a dedicated Teams site due to accessibility issue with the Canadian Centre for Accreditation (CCA). The accreditors are currently reviewing the submission and a response is expected within 2-3 weeks.

c. Recruitment for Board Vacancy

The Board is seeking to recruit a member with a background in finance. Bill noted that historically, recruitment process involved posting a call for applicants to the public and subsequently meeting with selected candidates. The committee agreed to post an advert to the public.

d. Risk/Quality Management

The Committee reviewed the new Integrated Risk Management Plan and Continuous Improvement Plan – both documents are designed to meet accreditation standards and formalize risk oversight. The plans will be reviewed quarterly by the Board and documented in meeting minutes to demonstrate compliance. Additional templates from external agencies may be reviewed for potential adaptation.

e. Indigenous Training

Ali noted that Indigenous training for board members do not have a formal structure, which is required for accreditation compliance. AFS has recruited an Indigenous Elder, who will guide the development of a comprehensive Indigenous training plan for staff and the Board.

7.0 Standing Items

a. 2026 Upcoming Tasks – Board Work Plan

The Chair reviewed the annual work plan and mentioned that it functions as a living document. Policies and bylaws are up to date. The Operational Plan was moved to April to coincide with the beginning of the fiscal year.

b. Youth Advisory

Brenda shared that the Youth Advisory group has been actively engaged in planning upcoming activities and contributing to organizational events. Their recent focus has been on preparing for community engagement opportunities

c. Board Succession

No update

d. Presentation

Emily will attend the February 25th board meeting to present updates on the 25th Anniversary Committee planning.

e. Training

Staff training is ongoing, and the Board will be included where appropriate.

8.0 Other Business

9.0 Next Meeting

March 18, 2026

10.0 Adjournment

MOTION

BIRT, the committee moves to adjourn the meeting at 12:45 pm.

Moved by: William Johnson

Seconded by: Megan Bernard

All in favour. CARRIED.

Submitted by: Obianuju Fadjo, Executive Assistant