



# minutes

## Yellowknife Search and Rescue Board Meeting

Date: July 3, 2024

Time: 7:00 PM MT

Location: [MS Teams](#)

Present: Amanda Herbert | Tom Girrior | Jurjen van der Sluijs | Amar Maharaj | Kavitha Balaji |  
Andrea Lowing | Danielle Wendehorst | Jacqueline Mo

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### 1 Call to Order – 7:01 PM MT

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### 2 Introductions – New/Former Board Members

- With several new Board members as a result of the 2024 AGM, a round of introductions were in order. When the Board reconvenes in the fall, we will hopefully be able to meet in person if the Arctic Response space is available.
- Amanda noted that with 8 members now on the Board, we will need 5 for quorum.
- The current Board consists of:
  - President – Amanda Herbert
  - Vice President – Amar Maharaj
  - Treasurer – Kavitha Balaji
  - Secretary – Jacqueline Mo
  - Member-at-Large – Tom Girrior (also our Operations Section Chief)
  - Member-at-Large – Jurjen van der Sluijs (also our Equipment Director)
  - Member-at-Large – Andrea Lowing
  - Member-at-Large – Danielle Wendehorst

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### 3 Finance

#### Signing Authority at BMO – Amanda

- Motion: Remove Per Lunder as a signatory on YKSAR's BMO account and add Kavitha Balaji as the third signatory to said account. Amanda Herbert and Jacqueline Mo will continue to have signing authority for the BMO account.
  - Motion – Amar. Second – Andrea. None opposed. Motion carried.



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- With three signatories, a good practice we have been following to date is: we do not sign cheques to ourselves. If a signatory has an expense for reimbursement, the other two signatories will sign the cheque.
  - Action Item: Jackie will send Amanda these meeting minutes for her signature, after which Amanda will pass on to Helen at BMO.
    - As with previous signatory changeovers, once the signed meeting minutes are received and BMO has prepared the paperwork for our signatures, all three signatories (Kavitha, Amanda, Jacqueline) will need to visit BMO (with ID) to complete the new signing authority paperwork.

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#### 4 Fund Development

##### Fund Development Volunteers – Amanda

- Action Item: Amanda will check in with Claire and another volunteer on whether there is interest in volunteering for the Fund Development team.

##### Bingos – Amanda

- Action Item: Amanda will proceed to get some bingos scheduled – looking perhaps at one in the fall and one over the winter months.

##### CAF America – DeBeers’ Ambassadors for Good Grant – Amanda

- The Selection Committee for the Ambassadors for Good Grant has asked for additional information and an edit of the existing application, to be resubmitted for consideration in the second intake by July 19.
- Action Item: Jurjen will look into this to see what information requires emphasizing/clarifying. Will coordinate with Michelle.

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#### 5 Next Meeting – Tuesday, September 17, 2024, at 7:00 PM. (Online or in-person TBC.)

- Note: Kavitha will be away September 4 to September 30 inclusive.
- Meeting conflicts: Amar is unavailable on Thursdays.

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#### 6 Adjournment – 7:33 PM MT

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