



JANUARY BOARD OF DIRECTORS' MEETING

Minutes

January 11 2021

Present: Bonnie Roynon (President) Harry Fry
Robert Fetterly Lori Venasse
Ranjan Rupal Jo-Anne Welton
Drew Mitchell Shawna Mitchell
Sharon Fung

Sherry Carnevale, Executive Director

Guests: **Shannon Plummer**, Program Supervisor, Ministry of Children, Community & Social Services
Joanna Wenger, Community Program Manager, Ministry of Children, Community & Social Services

	CALL TO ORDER	
1.	The President called the meeting to order at 6:00 p.m. via Blue Jeans video conference. The mission & vision statements were read in French by Shawna Mitchell and in English by Robert Fetterly.	
2.	Board Education Presentation The President welcomed Shannon Plummer and Joanna Wenger to the meeting. Both provided an overview of their role with the Ministry of Children, Community and Social Services in this area. Joanna thanked the board for their time. This is Joanna's first introduction to the board. The Ministry would like to discuss the role of the Ministry and the board to foster a collaborative relationship moving forward. The board will review, and another meeting will be scheduled. The President thanked Shannon & Joanna for attending the meeting.	
3.	DECLARATION OF CONFLICT OF INTEREST No conflict.	
4.	APPROVAL OF AGENDA 0001-21 It was moved by Jo-Anne Welton and seconded by Drew Mitchell "that the board approve the agenda presented with the possible changes that might occur before or during the meeting"	CARRIED
5.	MINUTES OF December 14, 2020 BOARD OF DIRECTORS' MEETING 0002-21 It was moved by Sharon Fung and seconded by Jo-Anne Welton "that the minutes of December 14, 2020 Board of Directors' Meeting be approved as presented.	CARRIED
6.	BUSINESS ARISING 6.1 Indigenous representation on the Board of Directors – Shawna M. The board continues to discuss Indigenous Representation on the Board of Directors. Further to that matter, the board discussed Indigenous Land	

	<p>Recognition. Shawna reached out to other not for profits to see what they are currently doing, the majority of the charities read a statement during meetings or at the annual general meeting. Shawna will reach out to Darren Renaud as a follow up to Sherry's email to them to see if they would attend a meeting and present on the topic. Jo-Anne will also reach out to the local YMCA to see if she can present what they do at their meetings to the next CLNB Board meeting.</p> <p>6.2 Bylaw Review: Director Length of Term – Drew M. This item will be deferred to the next board meeting as the board will not be meeting on January 16 2021 due to the extension of the lockdown.</p> <p>6.3 Virtual Board Meetings for Public Viewing This is possible to host open virtual meetings for the public. Once the board goes in-camera, the meeting would be locked and the public would no longer be able to access the meeting. We could also ask that individuals interested in participating in the meeting that they register ahead of time. The board will need to draft a policy for the Policy Manual indicating that the board meetings will be offered virtually to the public. Jo-Anne will draft language for the next meeting.</p>																	
<p>7.</p>	<p>CONSENT AGENDA 7.1 Executive Directors Report Sherry spoke to the statement regarding the Ministry's focus on LTC homes and the recruitment of PSW's with cash bonuses. Discussions are being had with the provincial networks, and they are hearing those concerns and are bringing it forward to the Minister.</p>																	
<p>8.</p>	<p>BOARD ANNUAL AGENDA</p> <p>8.1 Board Governance Expenditures Reviewed year to date actuals as of December 31, 2020. (included in board package). Budget for the next year will be:</p> <table border="1" data-bbox="334 1220 1344 1360"> <tr> <td>Travel, Training</td> <td>\$ 4000</td> <td>Public Relations</td> <td>\$ 1500</td> </tr> <tr> <td>Office Expenses</td> <td>\$ 2000</td> <td>Insurance</td> <td>\$ 6000</td> </tr> <tr> <td>External Audit (auditor)</td> <td>\$ 16000</td> <td>Internal Audit</td> <td>\$ 3500</td> </tr> <tr> <td>Annual General Meeting</td> <td>\$ 600</td> <td></td> <td></td> </tr> </table> <p>0003-21 It was moved by Robert Fetterly and seconded by Drew Mitchell “that the board approve the Board Governance Budget”</p> <p>8.2 Membership Review The board discussed the membership fee, the majority of the members purchase their memberships annually. The membership fee will remain at \$5.00 annually and \$125 for a lifetime membership.</p>	Travel, Training	\$ 4000	Public Relations	\$ 1500	Office Expenses	\$ 2000	Insurance	\$ 6000	External Audit (auditor)	\$ 16000	Internal Audit	\$ 3500	Annual General Meeting	\$ 600			<p>CARRIED</p>
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<p>9.</p>	<p>Executive Director's News Update on the COVID status: we continue to be under lockdown guidelines, there are no unessential visits or leaves, there is no accessing the community except for walks. Updates will be provided via memos to the families and shared on our website and social media. There is a lot of information coming in about the vaccine and a webinar is scheduled for Thursday this week. Legal advice is being sought regarding vaccines being mandatory for staff. A few Community Living's in the hot spots have received the vaccines, but nothing within Northern Ontario. No updates as to where the organization falls in the priority spots.</p>																	

10.	<p>IN CAMERA 0004-21 It was moved by Lori Venasse and seconded by Shawna Mitchell “that we go in camera”</p> <p>0005-21 It was moved by Lori Venasse and seconded by Drew Mitchell “that we go out of camera”</p>	<p>CARRIED</p> <p>CARRIED</p>
11.	<p>BOARD EVALUATION</p> <p>a) Ends: No, somewhat, but they were necessary discussions. b) Board Governance: Mostly, somewhat, these were necessary discussions. c) Order & Decorum: Good job for decorum. Presenters need to stick to the agenda topics. d) Education: Discussion about distinction between invited presenter and presenter requesting an audience. In order to improve, important to redirect and off-track presenter. Ask them to stick to the agenda presented. e) Participation: Yes</p>	
13.	<p>CONFIRMATION OF NEXT MEETING</p> <p>The next Board meeting will be held at Community Living North Bay – 741 Wallace Road on Monday, February 8, 2021 at 6:00 p.m. preceded by dinner.</p>	
14.	<p>ADJOURNMENT</p> <p>0006-21 It was moved Sharon Fung and seconded by Lori Venasse “that the meeting be adjourned”.</p>	<p>CARRIED</p>

Bonnie Roynon, President

Sherry Carnevale, Executive Director