

**JUNE BOARD OF DIRECTORS' MEETING**

Minutes

June 14 2021

Present: Bonnie Roynon (President) Harry Fry
Ranjan Rupal Lori Venasse
Shawna Mitchell Drew Mitchell

Sherry Carnevale, Executive Director

Guests: Liz Chirico, BDO Dunwoody LLP
Mitch Bethune, Director, Corporate Services

Regrets: Sharon Fung, Jo-Anne Welton

1.	<p>CALL TO ORDER</p> <p>The President called the meeting to order at 5:59 p.m. The mission and vision statements were read in French by Shawna Mitchell & in English by Lori Venasse. The President welcomed Liz Chirico from BDO Dunwoody LLP.</p>	
2.	<p>APPROVAL OF AGENDA</p> <p>0055-21 It was moved by Lori Venasse and seconded by Drew Mitchell</p> <p>“that the agenda be approved as amended and that the Board approve the agenda subject to any changes needed before or during the meeting”</p>	CARRIED
3.	<p>DECLARATION OF CONFLICT OF INTEREST</p> <p>No conflicts</p>	
4.	<p>4.1 Education</p> <p>Review of the Annual Financial Statements – Liz Chirico BDO Dunwoody</p> <p>A copy of the two Financial Statements (GAAP and Ministry which includes program codes) and Final report to the Board of Directors were provided in advance to board members. Liz Chirico, BDO Dunwoody LLP reviewed and explained the GAAP draft Financial Statement and the Final Report. The auditor has issued clean audit opinions on both sets of statements with good controls in place and no uncorrected misstatements.</p> <p>0056-21 It was moved by Drew Mitchell and seconded by Lori Venasse</p> <p>“to accept the audited financial statements 2019-2020 as presented by Liz Chirico, BDO Dunwoody LLP and to be presented to the membership at the Annual General Meeting”.</p>	CARRIED
5.	<p>MINUTES OF May 10, 2021 BOARD OF DIRECTORS' MEETING</p> <p>0057-21 It was moved by Lori Venasse and seconded by Harry Fry</p> <p>“that the minutes of May 10 2021 Board of Directors’ Meeting be approved as presented.”</p>	CARRIED

6.	<p>BUSINESS ARISING</p> <p>6.1 Acknowledgement of Indigenous Land Recognition The board has agreed to training with George Couchie in October or November with the new Board of Directors. Board members are asked to email their interest in participating to Shawna smitchell@clnorthbay.org as soon as possible.</p> <p>6.2 Bylaw Revisions</p> <p>0058-21 It was moved by Shawna Mitchell and seconded by Lori Venasse</p> <p>“That we approve the changes made to the Bylaws, in the following sections: 3.3.1, 2.3.5, 2.3.1, 3.1.6, and be ready to present them for approval at the Annual General Meeting on June 21st, 2021”.</p> <p>6.3 Training Videos for Board Members The board has discussed video training options and the board is in favour of purchasing that training will be valuable to the new board members. We will move forward with purchasing the videos. The training will be made available in SharePoint.</p>	CARRIED
7.	<p>CONSENT AGENDA</p> <p>7.1 Executive Director’s Report Accepted as presented</p>	
8.	<p>BOARD ANNUAL AGENDA</p> <p>8.1 Updated Annual Agenda for Binders Board members received an updated annual agenda for their binders.</p> <p>8.2 Third Party Review</p> <p>The third-party review audit was sent in the package and reviewed at the meeting. A motion is required to confirm that it was presented.</p> <p>0059-21 It was moved by Drew Mitchell and seconded by Lori Venasse “that Sherry Carnevale, Executive Director has provided a copy of the June 2021 Report on Third Party Financial Review”</p> <p>8.3 Board Annual Evaluation (Review of Compiled Results) The Board discussed the results of the Annual Evaluation. The board will continue to implement based on feedback for continuous improvement. This includes ensuring that committees that are formed have terms of reference. Additionally, the board should focus on membership, candidates for the Board of Directors as part of succession plan.</p>	CARRIED
9.	<p>AGM</p> <p>Lori provided an update on the candidates for the Board. They are both really looking forward to sitting on the board, and they will be a good fit. The Board reviewed the Cheat Sheet for the AGM.</p>	
10.	<p>MONITORING REPORT</p> <p>10.1 Monitoring Report 0060-21 It was moved by Harry Fry and seconded by Ranjan Rupal</p> <p>“to certify that the board has read the monitoring report EL-4 Financial Condition and assessed it as providing evidence of compliance with a reasonable</p>	CARRIED

	interpretation of the policy”	
11.	EXECUTIVE DIRECTOR’S NEWS <ul style="list-style-type: none"> CLNB was able to connect with the Health Unit to ensure that everyone supported will receive their second vaccine on Thursday at Memorial Gardens. 	
12.	IN-CAMERA 0061-21 It was moved by Drew Mitchell and seconded by Ranjan Rupal “that we go in-camera” 0062-21 It was moved by Lori Venasse and seconded by Drew Mitchell “that we go out of camera”	CARRIED CARRIED
13.	BOARD EVALUATION <ol style="list-style-type: none"> Ends: Mostly. Improvement: “Curiosity leads to questions and “in the kitchen”” Board Governance: Financial presentation in line with governance, training of directors, annual agenda and annual evaluation. Order & Decorum: Always orderly. Education: Not in today’s meeting, education will occur in September. Participation: Yes, nothing for improvement. 	
14.	CONFIRMATION OF NEXT MEETING The next Board meeting will be held at Community Living North Bay on Monday, September 13, 2021 6:00 p.m.	
15.	ADJOURNMENT 0063-21 It was moved by Ranjan Rupal and seconded by Lori Venasse “that the meeting be adjourned at 8:23PM ”.	CARRIED

 Bonnie Roynon, President

 Sherry Carnevale, Executive Director