



SEPTEMBER BOARD OF DIRECTORS' MEETING

September 28, 2020

Minutes

Present: Bonnie Roynon, President
 Jo-Anne Welton
 Shawna Mitchell
 Lori Venasse
 Harry Fry

Ranjan Rupal
 Robert Fetterly
 Drew Mitchell
 Sharon Fung

Sherry Carnevale, Executive Director

1.	<p>CALL TO ORDER</p> <p>The President called the meeting to order at 5:53 p.m. The mission statements were read in French and English.</p> <p>A welcome and introduction of the new board and existing board members.</p>	
2.	<p>APPROVAL OF AGENDA</p> <p>0001-20 It was moved by Shawna Mitchell and seconded by Robert Fetterly</p> <p>"that the board approve the agenda presented with the possible changes that might occur before or during the meeting"</p> <ul style="list-style-type: none"> • Add a short overview of the Carver Method of Governance under Education. 	CARRIED
3.	<p>DECLARATION OF CONFLICT OF INTEREST</p> <p>One conflict was declared by Lori Venasse related to in-camera property discussion. Lori was excused for the duration of the discussion.</p>	
4.	<p>EDUCATION/PRESENTATIONS</p> <p>4.1 Policy Governance Overview</p> <p>Robert Fetterly provided a general overview of the Carver Method of Governance. Included was the comparison of Traditional Governance and Policy Governance. Further resources can be found on SharePoint in the Governance Place Articles. After discussion, the board has agreed to have the vision & mission statements printed and read at the top of each Board Meeting agenda.</p> <p>4.2 Education Topics</p> <p>The board discussed possible education topics for the year, and they include:</p> <ul style="list-style-type: none"> • Legal presentation from Gord Prisco including personal liability, relationship between the Ministry & the Board, language and the Ontario Not for Profit Act. Discussion about the importance of educational presentations relating to the ENDS statements. • Police Department to discuss the relationship they have with the individuals we support. • Educational Groups (Canadore College, Nipissing University) related to what is up and coming. • Health Care Providers/Mental Health Care Providers • Changes in the school systems (what do the classroom provide?) Consider including all four boards. • Special Olympics North Bay • Looking for experts in their field related to the Ends Statements (Ex. Individuals should be gainfully employed, what is social capital?). • Learning more about the residential homes and individuals that live there. <p>The board will meet for a Carver Training Session on October 24 2020 from 9AM to 2PM</p>	

<p>5.</p>	<p>MINUTES OF JULY 13, 2020 BOARD OF DIRECTORS' MEETING</p> <p>0002-20 It was moved by Robert Fetterly and seconded by Drew Mitchell</p> <p>“that the minutes of July 13, 2020 Board of Directors’ Meeting approved as presented”.</p>	<p>CARRIED</p>
<p>6.</p>	<p>BUSINESS ARISING/GENERATIVE DISCUSSION</p> <p>0003-20 It was moved by Drew Mitchell and seconded by Shawna Mitchell</p> <p>“that we go into Committee of the Whole”</p> <p>6.1 Personal/Shared email The board discussed eliminating the use of personal email to reduce the transmission of sensitive information to non-board members. We will work towards only sending board related information to the CLNB email address. Board members can email Jason at admin@clnb.org if they require assistance with their device.</p> <p>6.2 Director emeritus The board discussed the idea of a Director Emeritus position that would allow for association memory, mentoring and succession through board attrition. Individuals that are passionate about our organization may be involved in a non-board role. This would permit a past board member to act as a mentor and be available for consultation on board history. The board has discussed this for several months and at this time has decided that an official title is not required.</p> <p>6.3 October Retreat The board member term length was discussed. It could be beneficial that the board member term be 3 years rather than 2 years to assist with knowledge continuity. As individuals leave the board, each board “seat” would have a term length assigned to it. The board will further discuss at the retreat.</p> <p>0004-20 It was moved by Robert Fetterly and seconded by Harry Fry</p> <p>“that we go out of Committee of the Whole”</p>	
<p>7.</p>	<p>SELECTION OF EVALUATOR, TREASURER, COMMITTEE CHAIRS</p> <p>0005-20 It was moved by Jo-Anne Welton and seconded by Lori Venasse</p> <p>“that Drew Mitchell be our Treasurer and Audit Committee Chair for the year 2020-2021”.</p> <hr/> <p>0006-20 It was moved by Drew Mitchell and seconded by Lori Venasse</p> <p>“that Robert Fetterly be our Nominating and Election committee chair for the year 2020-2021”.</p> <hr/> <p>0007-20 It was moved by Robert Fetterly and seconded by Jo-Anne Welton</p> <p>“that the signing authority at the bank will consist of two signatures: Executive Director and Chris Guillemette Director Support Services”.</p> <p>Abstained: Drew Mitchell</p>	<p>CARRIED</p> <p>CARRIED</p> <p>CARRIED</p>

8.	<p>CONSENT AGENDA – ACCEPTED AS PRESENTED</p> <p>8.1 Legislation Requirements Board Members handed their Policy Review Calendar, Confidentiality Agreement and Volunteer/Student Event Application Form, which states that they have read, dated and signed the required policies. The policies (1.1 Mission & Vision, 10.2 Criminal Record Check, 5.1 Abuse, 5.3 Abuse Children, 6.1 Feedback, Complaints & Appeal Process, 6.2 Serious Occurrence Reporting Guidelines, 6.4 Police Protocol, 7.1 Privacy & Confidentiality) are available for review in SharePoint. Documentation will be filed at the administration office.</p> <p>8.2 Executive Directors Report</p>	
9.	<p>ANNUAL AGENDA</p> <p>0008-20 It was moved by Robert Fetterly and seconded by Shawna Mitchell</p> <p>“that we approve the Board Annual Agenda 2020-2021 and the Monitoring Calendar as presented”.</p>	CARRIED
10.	<p>MONITORING REPORTS</p> <p>0009-20 It was moved by Robert Fetterly and seconded by Drew Mitchell</p> <p>“to certify that the Board has read the monitoring report EL-1 General Executive Constraints and assessed it as providing evidence of compliance with a reasonable interpretation of the policy”.</p> <hr/> <p>0010-20 It was moved by Jo-Anne Welton and seconded by Lori Venasse</p> <p>“to certify that the Board has read the monitoring report EL-6 Emergency Executive Succession and assessed it as providing evidence of compliance with a reasonable interpretation of the policy”.</p>	CARRIED CARRIED
11.	<p>BOARD EVALUATION</p> <p>a) Ends: Yes, Carver Overview and adding the Vision Statement to the agenda. b) Board Governance: Yes. c) Order & Decorum: Yes. d) Education: Yes, with Carver presentation and with future presentations. e) Participation: Yes, impressed with new board members.</p>	
13.	<p>IN CAMERA</p> <p>0011-20 It was moved by Drew Mitchell and seconded by Ranjan Rupal “that we go in camera”</p> <p>0012-20 It was moved by Drew Mitchell and seconded by Jo-Anne Welton “that we go out of camera”</p>	
14.	<p>CONFIRMATION OF NEXT MEETING</p> <p>The next Board meeting will be held at 741 Wallace Road on Monday October 19 2020.</p>	
15.	<p>ADJOURNMENT</p> <p>0016-20 It was moved by Drew Mitchell and seconded by Lori Venasse “that the meeting be adjourned”.</p>	CARRIED

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Bonnie Roynon, President

Sherry Carnevale, Executive Director

Recorder: Marianne Raymond