



## FEBRUARY BOARD OF DIRECTORS' MEETING

Minutes

February 11, 2019

**Present:** Hélène Morin-Chain (President)  
 Robert Fetterly Stella Curtis  
 Ranjan Rupal Glen Osborne  
 Jo-Anne Welton Jeannie Boissonneault

Sherry Carnevale, Executive Director

**Guests:** J.C Doyle Manager, Employment Services  
 Mackenzie Parcels Employment First Coordinator  
 Sylvie Thorn – Community Links

**Regrets:** Bonnie Roynon and Robyn Grigg

1.	<p><b>CALL TO ORDER</b>          The President called the meeting to order at 6:00 p.m. The vision statements were read by everyone in both languages.</p>	
2.	<p><b>APPROVAL OF AGENDA</b>  <b>0007-19</b> It was moved by Stella Curtis and seconded by Jo-Anne Welton  <b>“that the agenda be approved as amended”.</b>          - to add discussion after education adding 4.2          -#5B will be the Consent Agenda          -add # 8 review of bylaws to achieve compliance          -Consent agenda, executive directors’ news and add vision and mission discussion (5 minutes).          -remove 9.3 OTHER</p>	<b>CARRIED</b>
3.	<p><b>DECLARATION OF CONFLICT OF INTEREST</b>          No conflict.</p>	
4.	<p><b>4.1 Education – Employment Services</b>          J.C Doyle (Manager, Employment Services) and Mackenzie Parcels presented an overview of the Employment Services. Highlights included Employment supports as first service option; employment is the most direct path to inclusion, outcomes associated with employment and employable until proven otherwise. Mackenzie is working on the Employment First Project. 6 CL agencies participate in the North Eastern Employment Network. Employment First aims to align people with intellectual disabilities, service providers, educators’ employers and community with the message that employment be the first service option considered for people transitioning from high school to the community.</p> <p><b>4.2 DISCUSSION</b>          Discussion regarding the presentation: How does this affect our ENDS? It affects Dignity, quality of life and meaningful work. How can we help this initiative along? It was also discussed that inclusive employers should be celebrated, and encouraged to share the benefits of employed individuals with a disability.</p>	

5.	<p><b>5.1 Approval of the January 14 2019 Meeting Minutes</b></p> <p><b>0008-19</b> It was moved by Stella Curtis and seconded by Jeannie Boissonneault “that the minutes of January 14 2019 Board of Directors’ Meeting be approved as amended”</p> <p>- add the minutes from the discussion of Committee of the Whole. -change 4.1 and 4.2 to 2.1 and 2.2 in item 2.</p>	<b>CARRIED</b>
6.	<p><b>Consent Agenda</b></p> <p><b>6.1</b> Community Living Ontario Report <b>6.2</b> Advocacy Council Report <b>6.3</b> Executive Directors Report</p> <p>The items are accepted as presented.</p>	
7.	<p><b>Business Arising/Generative Discussion from previous minutes</b></p> <p><b>7.1 General: Guest speakers to come</b> March: Developmental Services Ontario April: Special Olympics May: To be determined June: Dean Decaire</p> <p>Discussed having the Best Buddies students present in the fall and the possibility of including the Parents of Adults with Developmental Disabilities as education in the fall.</p>	
8.	<p><b>Board Annual Agenda</b></p> <p><b>8.1 Executive Director’s Evaluation</b></p> <p>The board discussed the Executive Director’s Evaluation. The evaluation is based on the Executive Directors’ compliance to policy. Board members are to use the monitoring reports evaluation sheets to determine compliance.</p>	
9.	<p><b>REVIEW OF BYLAWS</b></p> <p>The board discussed reviewing the bylaws and the categories of members in order to achieve compliance when the legislation is changed. It is scheduled for January 2020. If board members are interested in assisting in reviewing the bylaws before please let Hélène know. The bylaws will be approved at the May 2019 meeting.</p>	
10.	<p><b>MONITORING REPORT</b></p> <p><b>10.1 EL-4 Financial Condition</b></p> <p><b>0009-19</b> It was moved by Robert Fetterly and seconded by Jo-Anne Welton “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 interpretation of the policy”.</p> <p><b>10.2 E4 State of Dignity</b></p> <p><b>0010-19</b> It was moved by Stella Curtis and seconded by Robert Fetterly “to certify that the board has read the monitoring report E4 State of Dignity and assessed it as providing evidence of compliance with a reasonable interpretation of the policy”.</p> <p>The board discussed the policy and the interpretations included in the monitoring</p>	<p><b>CARRIED</b></p> <p><b>CARRIED</b></p>

	<p>report E4. It was discussed that if the board does not agree with the interpretation and that the Executive Director has provided a reasonable interpretation, that the board must be more specific in the policy statement. Further discussion regarding E4 will be scheduled for the March meeting.</p>	
<p>11.</p>	<p><b>OTHER</b>  <b>11.1 Discussion of Carver training: the Governance place and Robert Fetterly's presentation</b>                  The board discussed Carver training &amp; the Governance Place. It was discussed that the cost to the board would be \$95 per month for the Governance Place online learning. After discussing, the board decided against online training and that they will continue to look at sending newer board members to a workshop. The monitoring report workshop with Robert Fetterly will be rescheduled for March 9<sup>th</sup> 2019 from 9AM to 1 PM at 741 Wallace Road.</p> <p><b>11.2 Discussion of the mission and vision statements – Can we make them clearer, more striking and inspiring?</b>                  The board reviewed other examples of mission and vision statements via a handout from Hélène. There was discussion that the board should review the mission and vision statements for Community Living North Bay. The mission is what we do, and the vision what we aspire to. Board members are encouraged to review the mission statement and come up with some ideas of how to restructure our mission statement.</p>	
<p>12.</p>	<p><b>Executive Director's News</b></p> <ul style="list-style-type: none"> <li>➤ As EL-3 is being drafted, the board must pass a motion approving the new budget.</li> </ul> <p><b>0011-19</b> It was moved by Jo-Anne Welton and seconded by Jeannie Boissonneault  <b>“that we amend EL-3 Financial Planning to read: “Omits sufficient funds for the Board’s governance functions, \$33,600 for the period ending March 31 2020”</b></p> <ul style="list-style-type: none"> <li>➤ Community Living North Bay is celebrating the Respect Campaign on March 6<sup>th</sup>. Our team will be in schools, the mall and the University. We will keep the board updated through email.</li> <li>➤ Spring Fling tickets are available and we would love to see Board members attend.</li> <li>➤ The legislation to the Corporations Act is changing. Sherry will share the changes in the next package.</li> <li>➤ Final numbers regarding savings for the organization after centralization is over \$60,000. It was discussed that we could share this information with the public and further discussion will be had.</li> </ul>	<p><b>CARRIED</b></p>
<p>13.</p>	<p><b>In-Camera</b>                  0012-19 It was moved by Robert Fetterly and seconded by Jeannie Boissonneault                  “that the board go in camera”</p>	
<p>14.</p>	<p><b>Board Evaluation</b></p> <ul style="list-style-type: none"> <li>a) <b>Ends:</b> Some discussion was Ends related. In order to improve, the board needs to focus more on future and less on present.</li> <li>b) <b>Board Governance:</b> The perception was that the Education presentation was not related to board governance. The discussion of the interpretation of E4 was board governance related and the Executive Director’s report of the after-hours</li> </ul>	

	<p>service was not governance related. After some discussion, it was agreed upon that most of the meeting was indeed Governance related as it touched upon our duties as a Board or how the Association and the people we serve were being affected.</p> <p>c) <b>Order &amp; Decorum:</b> Everything was in order and everyone gave their input.</p> <p>d) <b>Education:</b> Absolutely! Job &amp; skills =purpose and value, people are valued and have relationships. The board should carry on with these types of discussions.</p> <p>e) <b>Participation:</b> Yes everyone participated.</p>	
<p><b>15.</b></p>	<p><b>CONFIRMATION OF NEXT MEETING</b></p> <p><b>The Monitoring Report training session with Robert will be held March 9 2019 at 9AM at 741 Wallace Road.</b></p> <p>The next Board meeting will be on Monday, March 11, 2019 at 741 Wallace Road at 6:00 p.m. preceded by dinner and social time.</p>	
<p><b>16.</b></p>	<p><b>ADJOURNMENT</b></p> <p>It was moved by Ranjan Rupal "that the meeting be adjourned".</p>	<p><b>CARRIED</b></p>

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Hélène Morin-Chain, President

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Sherry Carnevale, Executive Director