



MAY BOARD OF DIRECTORS' MEETING

Minutes

May 11, 2020

Present: Robyn Curran President Jo-Anne Welton
 Ranjan Rupal Drew Mitchell
 Robert Fetterly Bonnie Roynon
 Shawna Mitchell

Sherry Carnevale, Executive Director

Regrets: Ian Kilgour, Stella Curtis

1.	CALL TO ORDER The President called the meeting to order at 6:30 p.m. via teleconference. The vision statements were read in French & English.	
2.	APPROVAL OF AGENDA 0024-20 It was moved by Bonnie Roynon and seconded by Robert Fetterly "that the board approve the agenda presented with the possible changes that might occur before or during the meeting"	CARRIED
3.	DECLARATION OF CONFLICT OF INTEREST No conflict.	
4.	MINUTES OF MARCH 9 2020 BOARD OF DIRECTORS' MEETING 0025-20 It was moved by Drew Mitchell and seconded by Robert Fetterly "that the minutes of March 9 2020 Board of Directors' Meeting be approved as presented" .	CARRIED
5.	CONSENT AGENDA Accepted as Presented 5.1 Executive Directors Report	
6.	BUSINESS ARISING/GENERATIVE DISCUSSION FROM PREVIOUS MINUTES 6.1 Annual General Meeting The provincial government is allowing charities and non-profit organization to postpone their annual general meeting 90 after the end of the state of emergency. We would want the AGM to be hosted in person. We will be required to provide notice to the membership within 45 days of the date. 0026-20 It was moved by Robert Fetterly and seconded by Bonnie Roynon "That the CLNB Annual General Meeting be held within 90 days of the end of the current provincial state of emergency" .	CARRIED

7.	<p>BOARD ANNUAL AGENDA</p> <p>7.1 Draft Annual Agenda The board reviewed the Annual Agenda, no changes will be made at this point. We will try to complete the annual self-evaluation in June however if this does not occur we will move it to September. A draft will be sent</p> <p>7.2 Annual Evaluation Please fill out the annual self-evaluation and the results will be reviewed at the next board meeting.</p> <p>7.3 Third Party Review The third-party review document was reviewed. We are required by the QAM to have a third party audit our process with regards to the finances of the person we support. The report is provided annually and is a random sampling.</p>	
8.	<p>MONITORING REPORTS</p> <p>8.1 Monitoring Report EL-3 Financial Planning 0027-20 It was moved by Robert Fetterly and seconded by Jo-Anne Welton “to certify that the board has read the monitoring report EL-3 Financial Planning and assessed it as providing evidence of compliance with a reasonable interpretation of the policy”.</p> <p>8.2 Monitoring Report EL-10 Public Image 0028-20 It was moved by Shawna Mitchell and seconded by Robert Fetterly “to certify that the board has read the monitoring report EL-10 Public Image and assessed it as providing evidence of compliance with a reasonable interpretation of the policy”.</p> <p>8.3 Monitoring Report EL-9 Treatment of Individuals 0029-20 It was moved by Robert Fetterly and seconded by Drew Mitchell “to certify that the board has read the monitoring report EL-9 Treatment of Individuals and assessed it as providing evidence of compliance with a reasonable interpretation of the policy”.</p> <p>There was discussion regarding the sub-executive limitation 6.1 “Remove or redistribute resources already allocated for people for the sole purpose of making the distribution of services more equitable.”</p> <p>The purpose of the discussion related to how the respite funding is allocated. Further discussion related to this topic will be discussed in June.</p> <p>8.4 Monitoring Report E5 Reaching Potential 0030-20 It was moved by Robert Fetterly and seconded by Bonnie Roynon “to certify that the board has read the monitoring report E5 Reaching Potential and assessed it as providing evidence of compliance with a reasonable interpretation of the policy”.</p>	<p>CARRIED</p> <p>CARRIED</p> <p>CARRIED</p> <p>CARRIED</p>
9.	<p>EXECUTIVE DIRECTOR'S NEWS</p> <ul style="list-style-type: none"> Year-end financial audit was completed, we had a significant surplus which was returned to the Ministry. We had a very successful year in capital assets 	

	<p>and repairs to our existing properties. The accountants have asked for an extension in the preparation of the financial statements for this year. The board has agreed to an extension until mid-July. A summer meeting will be scheduled once the information is known for an in-person meeting to review the financial statements prior to the AGM.</p> <ul style="list-style-type: none"> • Sherry is working with BDO and the former owners of the L'Arche home. Further updates will be provided when more information is known. • Emergency orders for vulnerable persons is the emergency order we fall under. As restrictions are lifted, ours will not follow the regular emergency orders, we will likely follow how the long-term care facilities return and lift their restrictions. 	
10.	<p>BOARD EVALUATION</p> <p>a) Ends: We did not have any ENDS discussion. In order to improve, set aside some time for Ends discussion.</p> <p>b) Board Governance: Certainly not only in relation to our governance role, there were items related to governance. Nothing to change at this time.</p> <p>c) Order & Decorum: Absolutely it was, no change needed.</p> <p>d) Education: There was no education presentation this meeting.</p> <p>e) Participation: All board members participated well.</p>	
11.	<p>IN-CAMERA</p> <p>0031-20 It was moved by Bonnie Roynon and seconded by Robert Fetterly “that we go in-camera”</p> <p>0032-20 It was moved by Bonnie Roynon and seconded by Robert Fetterly “that we go out of camera”</p>	
12.	<p>CONFIRMATION OF NEXT MEETING</p> <p>June 8 2020 at 6PM via teleconference</p>	
13.	<p>ADJOURNMENT</p> <p>0033-20 It was moved by Robert Fetterly “that the meeting be adjourned”.</p>	CARRIED

 Robyn Curran, President

 Sherry Carnevale, Executive Director