



JUNE BOARD OF DIRECTORS' MEETING

Minutes

June 8, 2020

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

Sherry Carnevale, Executive Director

Regrets: Ian Kilgour, Stella Curtis

1.	CALL TO ORDER The President called the meeting to order at 6:00 p.m. The vision statements were read in English & French.	
2.	APPROVAL OF AGENDA 0034-20 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 May 11, 2020, BOARD OF DIRECTORS' MEETING 0035-20 It was moved by Jo-Anne Welton and seconded by Robert Fetterly "that the minutes of May 11, 2020, Board of Directors' Meeting be approved as presented" .	CARRIED
5.	BUSINESS ARISING 5.1 Treatment of Individuals Review (Committee of the Whole) 0036-20 It was moved by Robert Fetterly and seconded by Drew Mitchell "that we go into Committee of the Whole" The board continued the discussion of EL-9 item 6.1. Sherry provided examples of how the reallocation of funds would look if required, and would only apply to the funding controlled by Community Living North Bay. There was a discussion about how funds are allocated for respite services for children and adult services. The board discussed at length, and decided to remove EL-9 6.1 which would provide the Executive Director with some flexibility when addressing specific situations. 0037-20 It was moved by Robert Fetterly and seconded by Bonnie Roynon "that we remove EL-9 6.1" Abstained: Drew Mitchell 0038-20 It was moved by Robert Fetterly and seconded by Bonnie Roynon "that we go out of Committee of the Whole"	CARRIED CARRIED CARRIED

	<p>5.2 Tablets (Appendix) The board was presented with two tablet options for purchase. The Microsoft Surface Tablet would come at a cost of \$1100 per unit and Apple iPad at approximately \$600.00 per unit. The board agreed that the iPad is a more economical choice and that board member tablets will be replaced as required.</p> <p>0039-20 It was moved by Robyn Curran and seconded by Bonnie Roynon “that the board purchase IPAD’s for board members at a price no greater than \$700.00 per unit to replace as required”</p> <p>5.3 Proposed Bylaw Change (3.1.6) – Appendix The board discussed the following motion to update the bylaws with regards to board member term length.</p> <p>“to update bylaw 3.1.6 to be updated to each director to hold office for 3-year term. Term length may be less than three (3) years for any Director seat beyond the first three (3) being elected in one year. The intent is to have 1/3 of Director seats elected every three (3) years as determined by the board”</p> <p>After further discussion, the motion which still stands will be discussed with the feedback from board members and presented at the July board meeting.</p> <p>5.4 Approval of Board Annual Agenda (2020/2021)</p> <p>0040-20 It was moved by Robert Fetterly and seconded by Jo-Anne Welton “to approve the board annual agenda for 2020/2021”</p>	<p>CARRIED</p> <p>CARRIED</p>
6.	<p>CONSENT AGENDA Accepted as presented 6.1 Executive Director’s Report</p>	
7.	<p>BOARD ANNUAL AGENDA 7.1 Board Annual Evaluation Deferred to July’s meeting. Please send completed evaluations to Marianne for compilation.</p> <p>7.2 Third Party Review The third-party review audit was sent in May and reviewed at the meeting. A motion is required to confirm that it was presented.</p> <p>0041-20 It was moved by Robyn Curran and seconded by Robert Fetterly “that Sherry Carnevale, Executive Director has provided a copy of the May 2020 Report on Third Party Financial Review”</p>	<p>CARRIED</p>
8.	<p>ANNUAL GENERAL MEETING 8.1 Nominations & Elections Update The board discussed which board members are up for election, and which will be letting their names stand for re-election. Robert will be letting his name stand, we will confirm with Stella Curtis if her intention is to let her name stand. Robyn informed the board that she will not be letting her name stand for this election, but hopes to return to the board in the future. Ian Kilgour has also resigned from the board, and his director position will be vacant. There will be 4 board vacancies for this upcoming election. There are 3 potential members that are interested in running for the board. The board discussed eligibility for board members, and some language regarding who can run for the board. Robyn will present a motion at the July Meeting.</p>	

9.	<p>MONITORING REPORTS 9.1 EL-4 FINANCIAL CONDITION – 4TH QUARTER</p> <p>0042-20 It was moved by Drew Mitchell and seconded by Robert Fetterly “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>	CARRIED
10.	<p>EXECUTIVE DIRECTOR’S NEWS</p> <ul style="list-style-type: none"> • The CLNB return to work plan has been completed and the implementation phase will continue to be 2 weeks behind each government phase. • The employees were notified of the Pandemic Pay last Friday June 5 2020. The guidelines for payment were received from the Ministry and a payment schedule has been outlined in accordance with those guidelines. • Third Party Review for complaint update: The interviewer has one last meeting scheduled and it is with MCCSS. The interviewer will compile the report, and present it to Sherry who will share it with the board, hopefully at the July 2020 Board Meeting. • Renee Hacquard has been nominated to sit on the CLO Board of Directors. Their annual meeting is in September, and if she is elected, we will have local representation on their board. • Sherry has had some communication with DNSSAB & Ministry of Education as they are currently reviewing EarlyON & ISP programs. An update will be provided as more information is known. • Home Style Café is operating at a deficit and we will have to evaluate it. The Home Style Café has been helping with the groceries & the meals for all the group homes. Further planning and strategies are being discussed, and updates will be provided. • We continue to work with the Kingsway families, BDO (Dean Decaire), lawyer and appraiser on an offer for the purchase of the home currently owned by the Kingsway families by CLNB. Sherry will keep the board informed, and if required, an electronic motion can be passed. 	
11.	<p>IN-CAMERA No items</p>	
12.	<p>BOARD EVALUATION</p> <ol style="list-style-type: none"> a) Ends: Really only discussed the Mega End b) Board Governance: Discussion was robust and covered a lot of different topics including the makeup of the board, tenure and recruitment. We did deviate from strictly discussing a governance role. c) Order & Decorum: yes, maintained, it is a little more challenging in a virtual world d) Education: No education this month. Continue education post covid-19 e) Participation: Discussions were cooperative, forward thinking and collaborative. 	
13.	<p>CONFIRMATION OF NEXT MEETING</p> <p>The next Board of Director’s meeting will be held on Monday, July 13, 2020 at 6 pm.</p>	

14.	ADJOURNMENT 0043-20 It was moved by Robyn Curran and seconded by Bonnie Roynon “that the meeting be adjourned”.	CARRIED
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Robyn Curran, President

Sherry Carnevale, Executive Director