

**JUNE BOARD OF DIRECTORS' MEETING**

Minutes

June 13 2022

Present: Bonnie Roynon, President Casey Phillips
Jo-Anne Welton Drew Mitchell
Shawna Mitchell Derek Morris
Lori Venasse Ranjan Rupal
Sharon Fung,

Peter Fitzpatrick, Executive Director

Guests: Mitch Bethune, Director Corporate Services
Dean Decaire Partner, BDO Canada

1.	CALL TO ORDER The President called the meeting to order at 5:58 p.m. and read the Land Acknowledgement Statement. The mission & vision statements were read in French by Shawna Mitchell and English by Lori Venasse. The president welcomed Mitch Bethune, Director of Corporate Services, and Dean Decaire of BDO Canada	
2.	APPROVAL OF AGENDA 0051-22 It was moved by Jo-Anne Welton and seconded by Derek Morris "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 of interest declared	
4.	Board Education 4.1 BDO- Presentation of Financial Statements 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. Dean Decaire, BDO Canada 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. 0052-22 It was moved by Drew Mitchell and seconded by Lori Venasse "to accept the audited financial statements 2021-2022 as presented by Dean Decaire, BDO Canada and to be presented to the membership at the Annual General Meeting".	CARRIED
5.	Business Arising 5.1 Membership Presentation – Pooran Law 0053-22 It was moved by Shawna Mitchell and seconded by Derek Morris "that we go in-camera" This item was moved in-camera	CARRIED

	<p>0054-22 It was moved by Jo-Anne Welton and seconded by Ranjan Rupal "that we go-out of camera"</p> <p>6.2 Compilation of Board Annual Evaluation The Board reviewed the Annual Evaluation and discussed areas of growth/opportunity. This would include following Robert's Rules of Order, order and decorum. The Board has taken positive steps forward and seeing the policy development come into effect. An updated Evaluation will be included in the September package.</p>	CARRIED
6.	<p>MINUTES OF MAY 9 2022 BOARD OF DIRECTORS' MEETING 0055-22 It was moved by Lori Venasse and seconded by Drew Mitchell "that the minutes of May 9 2022, Board of Directors' Meeting be approved as presented".</p>	CARRIED
7.	<p>Consent Agenda 7.1 Executive Director's Report Accepted as presented</p>	
8.	<p>BOARD ANNUAL AGENDA 8.1 Draft Annual Agenda The Board discussed which pieces of the policy governance manual will be reviewed and when. A gap analysis will be conducted and presented in the fall.</p> <p>8.2 Third Party Review It was moved by Lori Venasse and seconded by Shawna Mitchell "that the ED Peter Fitzpatrick has provided a copy of the June 2022 Report on Third Party Financial Review.</p> <p>8.3 Completion of the Community Living Ontario Voting Credential AGM update etc. The CLO Conference and AGM is being held in September. There is an in-person and virtual option. Those that are interested can connect with Marianne for booking.</p> <p>8.4 AGM Update 3 candidates were interested, but have not let their name stand. Currently, we do not have any other candidates that have expressed an interest. The Board will have 1 vacancy and if there is a candidate they can be appointed during the year.</p>	<p>CARRIED</p> <p>CARRIED</p>
9.	<p>MONITORING REPORT 9.1 EL-4 Financial Condition Internal Report 0056-22 It was moved by Drew Mitchell and seconded by Derek Morris "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>0057-22 It was moved by Drew Mitchell and seconded by Jo-Anne Welton "that future detailed financial information be presented to the Board in camera</p>	<p>CARRIED</p> <p>CARRIED</p>

10.	EXECUTIVE DIRECTOR'S NEWS <ul style="list-style-type: none"> Peter presented an update on in-house training program 	
11.	IN-CAMERA 0058-22 It was moved by Drew Mitchell and seconded by Shawna Mitchell "that we go in camera" 0059-22 It was moved by Lori Venasse and seconded by Casey Phillips "that we go out of camera"	CARRIED CARRIED
12.	BOARD EVALUATION <ol style="list-style-type: none"> Ends: No, not directly but indirectly in discussions. Nothing to change for improvement. Board Governance: Yes, working hard to stay in our lane. Ask questions is important. Continued education is important for improvement. Order & Decorum: Yes, keeping track of speaker has been good. Better internet would be good for continued improvement. Education: Financial statements are critical to understand. Future consideration to send advance copies of the presentation materials would be beneficial. Participation: Absolutely, everybody felt free to bring their points forward. Continued respect and taking turns is important for continued improvement. 	
13.	CONFIRMATION OF NEXT MEETING The next Board meeting will be held in person at 741 Wallace on Monday September 12 2022.	
14.	ADJOURNMENT 0060-22 It was moved by Casey Phillips and seconded by Derek Morris "that the meeting be adjourned." (9:12 PM).	CARRIED

Bonnie Roynon, President

Peter Fitzpatrick, Executive Director