



JUNE BOARD OF DIRECTORS' MEETING

Minutes

June 9, 2025

In attendance

Steve Rach, Co-President	Bonnie Roynon, Co-President
Stephen Sampson, Vice President	Stella Curtis
Mark Deacon	Ericka Jacobs
Andrew Finlay	Ranjan Rupal
Jo-Anne Welton	Megan Waqué, Executive Director

Guests: Dean Decaire, Partner, BDO Canada
Simran Jeet Bhagat, Community Member

1.	CALL TO ORDER The Co-President, Steve Rach, called the meeting to order at 6 p.m. and read the Land Acknowledgement. The mission and vision statements were read in French and English. The Co-President, Steve Rach, welcomed Dean Decaire, Partner, BDO Canada, who will present the Financial Statements and Audit Report. Steve also welcomed Simran (Jeet Bhagat, community member who has expressed interest in joining the Board) to the meeting.	
2.	APPROVAL OF AGENDA 0051-25 It was moved by Mark Deacon and seconded by Andrew Finlay "That the agenda be approved as presented."	CARRIED
3.	DECLARATION OF CONFLICT OF INTEREST No conflict of interest declared	
4.	EDUCATION/PRESENTATIONS 4.1 Board Education – Dean Decaire, BDO, Presentation of Financial Statements Dean Decaire, presented the draft GAAP Financial Statements and Auditor's Report, highlighting that a clean audit opinion was issued noting internal controls are in place and there were no adjusted or unadjusted differences. The Board noted that these financial statements are in draft form; the final statements will be presented to the membership at the AGM. 4.2 Committee of the Whole – Education Discussion No discussion. 0052-25 It was moved by Bonnie Roynon and seconded by Stephen Sampson "To accept the draft financial statements 2024/25 as presented by Dean Decaire, BDO Canada, and to be presented to the membership at the Annual General Meeting."	CARRIED

5.	MINUTES OF May 12, 2025, BOARD OF DIRECTORS' MEETING 0053-25 It was moved by Andrew Finlay and seconded by Jo-Anne Welton "That the minutes of May 12, 2025, Board of Directors' Meeting were approved as presented".	CARRIED
6.	BUSINESS ARISING 6.1 Annual Board Evaluation Results The Board Annual Evaluation will remain open throughout the summer, with results to be reviewed at the September Board Meeting. The Board also discussed ways to improve the efficiency of information sharing through email. Administration will connect with IT to explore technical options, such as access to SharePoint links, and notifications through personal email, to support this.	
7.	CONSENT AGENDA 7.1 Executive Director's Report 7.2 Governance/Finance Subcommittee Report (no report) 7.3 Sustainment & Development Committee Report (no report) 0054-25 It was moved by Andrew Finlay and seconded by Ericka Jacobs "To accept the consent agenda report." The Board discussed reviewing the policy outlining the frequency of subcommittee meetings.	CARRIED
8.	Board Annual Agenda 8.1 Third-Party Review 0052-25 It was moved by Mark Deacon and seconded by Stephen Sampson "That Megan Waqué, Executive Director, has provided a copy of the January to December 2024 Report on Third Party Financial Review." 8.2 Completion of the Community Living Ontario Voting Credential Megan and Stella are attending the Community Living Ontario Conference and AGM. The CLO Voting Credential was completed, assigning Megan Waqué & Stella Curtis to vote on Community Living North Bay's behalf at the CLO AGM. Board members wishing to attend will inform the administration by the end of June 2025.	CARRIED
9.	Annual General Meeting 9.1 Nomination & Election Updates The board discussed that four directors are up for election at the AGM. Bonnie, Jo-Anne, Mark and Ericka will complete their nomination form and submit it to the administration. This document will be emailed to their personal email addresses. The Board was informed on how to access the AGM Agenda on SharePoint.	
10.	MONITORING REPORT 10.1 EL-4 Financial Condition (Fourth Quarter) 0053-25 It was moved by Andrew Finlay and seconded by Ericka Jacobs "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."	CARRIED
11.	EXECUTIVE DIRECTORS NEWS <ul style="list-style-type: none"> The Executive Director shared a recap of CLNB's Family Fun Day, which welcomed approximately 250 attendees, including employees, individuals supported, caregivers, and community members at the main office. The event featured guest speaker Nicole 	

	<p>Flynn, whose presentation was well-received.</p> <ul style="list-style-type: none"> The AGM start time has been adjusted to 5:00 p.m. The recipients of the Robert Fetterly Achievement Award have been selected and notified. 	
12.	<p>IN CAMERA 0054-25 It was moved by Stephen Sampson and seconded by Stella Curtis "That we go in camera."</p> <p>0055-25 It was moved by Stella Curtis and seconded by Jo-Anne Welton "That we go out of camera."</p>	<p>CARRIED</p> <p>CARRIED</p>
13.	<p>BOARD EVALUATION</p> <ul style="list-style-type: none"> a) Ends: It followed the 'Mega' End. The 'Education – BDO Financials Statements' should have been discussed regarding how they meet the Ends. b) Board Governance: Satisfactory. To improve, there should be less accounting discussion. c) Order & Decorum: Yes. d) Education: As per item 'A', we could have discussed financial statements more fully regarding meeting the Ends. To improve, the board should ensure that the education topics are discussed. e) Participation: Yes. 	
14.	<p>CONFIRMATION OF NEXT MEETING The next Board meeting will be held at 741 Wallace Road on Monday, September 8, 2025</p>	
15.	<p>ADJOURNMENT 0056-25 It was moved by Mark Deacon and seconded by Stephen Sampson "That the meeting be adjourned."</p>	<p>CARRIED</p>

Bonnie Roynon, President

Megan Waqué, Executive Director

