

Northern Community Development Services  
Board of Directors Meeting – Minutes



**Tuesday, January 11, 2022 – 12:00pm**

**Zoom**

**In attendance**

Mark Caron	President	Angela Halvorsen	Director
Charlene Strain	Vice President	Nicke Paddock	Executive Director
Adrian Chapman	Secretary/Treasurer	Nicole Wall	Financial Administrator
Dana Cridland	Director	Sheryl Supinski	Recording Secretary

**Regrets**

Trevor Fitzgerald      Director

	<b>Agenda Item and Time</b>	<b>People Responsible The Objective: Decision, Input or Information</b>	<b>Background Info</b>	<b>Outcomes, Decisions and Commitment to Action</b>
1.	Welcome Orientation/Declaration of any Conflict of Interest	<b>Mark Caron</b>		<b>Meeting called to order at 12:07pm</b>  No conflict of interest declared
2.	Acceptance of the Agenda/Additions to Agenda	<b>Mark Caron</b>		<b>Motion to accept the agenda as presented:</b> Moved by – A. Chapman 2 <sup>nd</sup> by – A. Halvorsen  Carried.
3.	Approval of Minutes – a) November 9, 2021	<b>Mark Caron</b>		<b>Motion to approve the October minutes:</b> Moved by – C. Strain 2 <sup>nd</sup> by – M. Caron  Carried.

	<b>Agenda Item and Time</b>	<b>People Responsible The Objective: Decision, Input or Information</b>	<b>Background Info</b>	<b>Outcomes, Decisions and Commitment to Action</b>
4.	New Business a) Long standing awards	<b>Nicke Paddock</b>		a) A policy for years of service recognition will be drafted for the next meeting. C. Strain & D. Cridland will send similar policies for reference.
5.	In Camera	<b>Mark Caron</b>		N/A
6.	Old Business a) NCDS Board Manual  b) Strategic Panning	<b>Mark Caron</b>		a) The manual has been completed and a copy will be provided to each director.  b) Working on the notes from M. Greaves – ongoing.
7.	Financial Report a) November Financials	<b>Nicole Wall</b>		a) <b>Motion to approve the Financial Report as presented:</b> Moved by – D. Cridland 2 <sup>nd</sup> by – A. Chapman  Carried.
8.	Executive Director Report	<b>Nicke Paddock</b>		<b>Motion to approve the Executive Director's Report:</b> Moved by – C. Strain 2 <sup>nd</sup> by – A. Halvorsen  Carried.
9.	Next Meeting Date	<b>Mark Caron</b>		Next meeting date will be Tuesday, February 8, 2022 @ 12:00pm
10.	Adjournment	<b>Mark Caron</b>		<b>Motion to adjourn:</b> Moved by – A. Chapman  <b>Meeting adjourned at 12:21pm</b>