

Northern Community Development Services
Board of Directors Meeting – Minutes



Tuesday, March 10, 2020 – 12:00pm
NCDS office – 304 Scott St.

In attendance

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

Regrets

N/A

	Agenda Item and Time	People Responsible The Objective: Decision, Input or Information	Background Info	Outcomes, Decisions and Commitment to Action
1.	Welcome Orientation/Declaration of any Conflict of Interest	Mark Caron		Meeting called to order at 12:17pm
2.	Acceptance of the Agenda/Additions to Agenda	Mark Caron		Motion to accept the agenda as presented: Moved by – T. Fitzgerald 2 nd by – A. Halvorsen Carried.
3.	Approval of Minutes – a) February 11, 2020	Mark Caron		Motion to approve the February minutes: Moved by – A. Chapman 2 nd by – C. Strain Carried.

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4.	New Business a) Requests for donation	Nicke Paddock		a) Motion to approve a \$100 donation to the 2020 Dudley-Hewitt Cup Central Canadian Jr. A Championship: Moved by – A. Halvorsen 2 nd by – D. Cridland Carried.
5.	In Camera	Mark Caron		N/A
6.	Old Business a) Board Training b) NCDS Policies & Procedures	Mark Caron		a) After discussion around Module 6 it was recommended that a Code of Conduct and Conflict of Interest policy be created for the Board Manual. The Board manual will be reviewed after the updates to the Policies and Procedures manual is complete. b) Motion to approve the revisions to policy 2.23 Maternity Leave now named Pregnancy & Parental Leave: Moved by – C. Strain 2 nd by – A. Halvorsen Carried.
7.	Financial Report	Nicole Wall		Motion to approve the Financial Report as presented: Moved by – A. Chapman 2 nd by – D. Cridland Carried.

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8.	Executive Director Report	Nicke Paddock		Motion to accept the Executive Director's report: Moved by – T. Fitzgerald 2 nd by – C. Strain <p style="text-align: right;">Carried.</p>
9.	Next Meeting Date	Mark Caron		Next meeting date will be Tuesday, April 14 th @ 12:00pm
10.	Adjournment	Mark Caron		Motion to adjourn: Moved by – T. Fitzgerald Meeting adjourned at 12:40pm