

Northern Community Development Services  
Board of Directors Meeting – Minutes



**Tuesday, November 9, 2021 – 12:00pm**

**Zoom**

**In attendance**

Mark Caron	President	Nicke Paddock	Executive Director
Charlene Strain	Vice President	Nicole Wall	Financial Administrator
Trevor Fitzgerald	Director	Sheryl Supinski	Recording Secretary
Dana Cridland	Director		

**Regrets**

Adrian Chapman	Secretary/Treasurer	Angela Halvorsen	Director
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	<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 12:06pm</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 – T. Fitzgerald 2 <sup>nd</sup> by – C. Strain  Carried.
3.	Approval of Minutes – a) October 12, 2021	<b>Mark Caron</b>		<b>Motion to approve the October minutes:</b> Moved by – C. Strain 2 <sup>nd</sup> by – D. Cridland  Carried.
4.	New Business	<b>Nicke Paddock</b>		N/A

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5.	In Camera	<b>Mark Caron</b>		N/A
6.	Old Business a) NCDS Board Manual  b) Strategic Panning	<b>Mark Caron</b>		a) <b>Motion to approve the NCDS Board of Director's manual with changes to the table of contents:</b> Moved by – D. Cridland 2 <sup>nd</sup> by – T. Fitzgerald  Carried.  b) Will present the document from Mike Greaves to the staff to determine what is considered an achievable goal over the next two years.
7.	Financial Report a) September Financials	<b>Nicole Wall</b>		a) <b>Motion to approve the Financial Report as presented:</b> Moved by – C. Strain 2 <sup>nd</sup> by – D. Cridland  Carried.
8.	Executive Director Report	<b>Nicke Paddock</b>		<b>Motion to approve the Executive Director's Report:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – D. Cridland  Carried.
9.	Next Meeting Date	<b>Mark Caron</b>		Next meeting date will be Tuesday, January 11, 2022 @ 12:00pm

	<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>
10.	Adjournment	<b>Mark Caron</b>		<b>Motion to adjourn:</b> Moved by – T. Fitzgerald  <b>Meeting adjourned at 12:25pm</b>