

Northern Community Development Services  
Board of Directors Meeting – Minutes



**Tuesday, October 13, 2020 –12:00pm**

**Zoom**

**In attendance**

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

**Regrets**

Charlene Strain      Vice President

	<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>Angela Halvorsen</b>		<b>A. Halvorsen was appointed to chair the meeting</b> (M. Caron joined the meeting after due to computer issues).  <b>Meeting called to order at 12:09pm</b>
2.	Acceptance of the Agenda/Additions to Agenda	<b>Angela Halvorsen</b>		<b>Motion to accept the agenda as presented:</b> Moved by – A. Chapman 2 <sup>nd</sup> by – D. Cridland  Carried.
3.	Approval of Minutes – a) September 8, 2020	<b>Angela Halvorsen</b>		<b>a) Motion to approve the September minutes:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – A. Chapman  Carried.

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4.	New Business a) Strategic Planning	<b>Nicke Paddock</b>		a) N. Paddock had a discussion with M. Caron and C. Strain regarding strategic planning. Mike Greaves has been contacted to facilitate and a poll with available dates will be sent out.
5.	In Camera	<b>Angela Halvorsen</b>		N/A
6.	Old Business a) Board Training  b) ED Evaluation  c) NCDS Policies & Procedures	<b>Angela Halvorsen</b>		a) Discussed Module 8  b) D. Cridland sent a draft of the ED Evaluation to C. Strain to review. She will send it to M. Caron as well.  c) <b>Motion to approve the newly created 2.31 Working from Home policy:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – D. Cridland  Carried.
7.	Financial Report	<b>Nicole Wall</b>		<b>Motion to approve the Financial Report as presented:</b> Moved by – A. Chapman 2 <sup>nd</sup> by – M. Caron  Carried.
8.	Executive Director Report	<b>Nicke Paddock</b>		<b>Motion to accept the Executive Director's report:</b> Moved by – D. Cridland 2 <sup>nd</sup> by – T. Fitzgerald  Carried.
9.	Next Meeting Date	<b>Angela Halvorsen</b>		Next meeting date will be Tuesday, November 10 <sup>th</sup> @ 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>Angela Halvorsen</b>		<b>Motion to adjourn:</b> Moved by – T. Fitzgerald  <b>Meeting adjourned at 12:25pm</b>