

Northern Community Development Services
Annual General Meeting - Minutes



Tuesday, September 13, 2022 - 5:45pm

NCDS – 304 Scott St.

In attendance

Mark Caron	President	Sheryl Supinski	Interim Executive Director
Dana Cridland	Director	Nicole Wall	Financial Administrator
Adrian Chapman	Secretary/Treasurer	Dana White	Recording Secretary
Angela Halvorsen	Director		

Regrets

Charlene Strain	Vice President	Trevor Fitzgerald	Director
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	Agenda Item and Time	People Responsible The Objective: Decision, Input or Information	Background Info	Outcomes, Decisions and Commitment to Action
1.	Call to Order	Mark Caron		Meeting called to order at 5:55pm No conflict of interest declared
2.	Welcome and Board of Directors Report	Mark Caron		M. Caron presented a brief report of Board of Director activities and community involvement over the past year
3.	Introduction of Slate of Directors and Officers	Mark Caron		Mark Caron – President Charlene Strain – Vice President Adrian Chapman – Secretary/Treasurer Trevor Fitzgerald - Director Dana Cridland – Director Angela Halvorsen - Director
4.	Approval of Minutes of Previous Meeting: September 14, 2021	Mark Caron		Motion to approve the Annual General Meeting Minutes from September 8, 2020: Moved by – D. Cridland 2 nd by – A. Chapman Carried.

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5.	Auditor's Report and Approval of Financial Statements	Taylor Radford		Motion to approve the Auditor's Report as presented: Moved by – A. Halvorsen 2 nd by – A. Chapman Carried.
6.	Appointment of Auditors	Mark Caron		MNP is still under a three-year contract to complete the audit.
7.	Executive Director Comments	Sheryl Supinski		
8.	Items for the Secretary/Treasurer	Sheryl Supinski		The following items were reviewed by the Secretary/Treasurer before the meeting: <ol style="list-style-type: none"> 1) Corporate Calendar 2) Articles of Incorporation 3) Filed GST/HST rebate 4) Charity Information Return/Corporations Information Act Annual Return 5) Unaudited Charity Fund Financial Statement March 31/21 6) Audited Financial Statement March 31/21 7) Reconciliation for Employment Services 8) Annual payroll return 9) Insurance Policy 10) End-of-Contract Statistical Information 11) Employment Ontario Contract
9.	Next AGM Provisional Date	Mark Caron	Tuesday, September 12, 2023	Date for the next Annual General Meeting – Tuesday, September 12, 2023

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10.	Adjournment	Mark Caron		Motion to adjourn: Moved by – D. Cridland Meeting adjourned at 6:18pm