

Northern Community Development Services  
Board of Directors Meeting – Minutes



**Tuesday, November 12, 2019 – 12:00pm**  
**NCDS office – 304 Scott St.**

**In attendance**

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

**Regrets**

Charlene Strain	Secretary/Treasurer	Angela Mainville	Director
Adrian Chapman	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 @ 12:16pm</b>  T. Fitzgerald declared a conflict of interest regarding agenda item: 4.a) Benefits Package
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 – A. Halvorsen  Carried.
3.	Approval of Minutes – a) October 8, 2019	<b>Mark Caron</b>		<b>a) Motion to approve the October minutes:</b> Moved by – A. Halvorsen 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) Benefits Package	<b>Nicke Paddock</b>		a) *T. Fitzgerald stepped out while agenda item was discussed.  N. Paddock and N. Wall met with Chad Canfield from Gillons regarding group benefit packages that they offer. After discussion it was decided that we would stay with our current plan provider.
5.	In Camera	<b>Mark Caron</b>		N/A
6.	Old Business a) Board Training	<b>Mark Caron</b>		a) Module 4 &5 will be discussed at the January meeting.
7.	Financial Report	<b>Nicole Wall</b>		<b>Motion to approve the financial report as presented:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – D. Cridland  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 – A. Halvorsen  Carried.
9.	Next Meeting Date	<b>Mark Caron</b>		Next meeting date will be Tuesday, January 14 <sup>th</sup> @ 12:00pm
10.	Adjournment	<b>Mark Caron</b>		<b>Motion to adjourn:</b> Moved by – T. Fitzgerald  <b>Meeting adjourned at 12:46pm</b>