

Northern Community Development Services  
Board of Directors Meeting – Minutes



**Tuesday, September 14, 2021 – 12:00pm**

**Zoom**

**In attendance**

Mark Caron	President	Dana Cridland	Director
Adrian Chapman	Secretary/Treasurer	Nicke Paddock	Executive Director
Angela Halvorsen	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>Mark Caron</b>		<b>Meeting called to order at 12:07pm</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 – A. Chapman 2 <sup>nd</sup> by – D. Cridland  Carried.
3.	Approval of Minutes – a) June 8, 2021	<b>Mark Caron</b>		<b>Motion to approve the June minutes:</b> Moved by – D. Cridland 2 <sup>nd</sup> by – A. Halvorsen  Carried.

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4.	New Business a) Retirement of Officers	<b>Nicke Paddock</b>		<p>a) M. Caron's two year term as president was completed.</p> <p><b>M. Caron was nominated for the position of President by T. Fitzgerald.</b></p> <p><i>Call for any other nominations was made – no other nominations came forward</i></p> <p><b>Motion to have M. Caron fill the position of President for a two year term:</b></p> <p>Moved by – D. Cridland 2<sup>nd</sup> by – A. Halvorsen</p> <p style="text-align: right;">Carried.</p>
5.	In Camera	<b>Mark Caron</b>		N/A
6.	Old Business a) NCDS Board Manual  b) Strategic Panning	<b>Mark Caron</b>		<p>a) Reviewed Section 4 of the manual. Will bring the complete manual for review to the October meeting.</p> <p>b) Strategic Planning will be held upstairs on September 30.</p>
7.	Financial Report a) July Financials  b) Preliminary budgets	<b>Nicole Wall</b>		<p>a) <b>Motion to approve the Financial Report as presented:</b></p> <p>Moved by – A. Chapman 2<sup>nd</sup> by – M. Caron</p> <p style="text-align: right;">Carried.</p>

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	b) Preliminary budgets			<b>b) Motion to approve the Preliminary Cash Flow Budgets:</b> Moved by – A. Halvorsen 2 <sup>nd</sup> by – T. Fitzgerald <div style="text-align: right;">Carried.</div>
8.	Executive Director Report	<b>Nicke Paddock</b>		<b>Motion to approve the Executive Director’s Report:</b> Moved – A. Chapman 2 <sup>nd</sup> by – D. Cridland <div style="text-align: right;">Carried.</div>
9.	Next Meeting Date	<b>Mark Caron</b>		Next meeting date will be Tuesday, October 12, 2021 @ 12:00
10.	Adjournment	<b>Mark Caron</b>		<b>Motion to adjourn:</b> Moved by – T. Fitzgerald  <b>Meeting adjourned at 12:31pm</b>