

Northern Community Development Services
Annual General Meeting - Minutes



Tuesday, September 15, 2015- 7:15pm
NCDS Office – 304 Scott St.

In attendance

Steve Maki President
Carol Ewacha Secretary/Treasurer
Mark Caron Director
Jeanette Cawston Director
Trevor Fitzgerald Director
Nicke Paddock Executive Director

Sheryl Supinski Recording Secretary
Bridget McGinnis Guest
Crystal George Guest

Regrets

Gary Gamsby Director
Gerd O’Sullivan Vice President

	Agenda Item and Time	People Responsible The Objective: Decision, Input or Information	Background Info	Outcomes, Decisions and Commitment to Action
1.	Call to Order	Steve Maki		Meeting called to order at 7:10pm
2.	Welcome and Board of Directors Report	Steve Maki		S. Maki presented a brief report on NCDS’ project and community involvement over the past year.
3.	Introduction of Slate of Directors and Officers	Steve Maki		NCDS 2015/2016 Board of Directors Steve Maki – President Gerd O’Sullivan – Vice President Carol Ewacha – Secretary/Treasurer Gary Gamsby – Director Mark Caron – Director Jeanette Cawston – Director

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				Trevor Fitzgerald - Director
4.	Approval of Minutes of Previous Meeting: September 16, 2014	Steve Maki		Motion to accept the 2014 minutes as presented: Moved by – C. Ewacha 2 nd by – J. Cawston
5.	Auditor's Report and Approval of Financial Statements	Maurice Fillion		Motion to accept the Auditor's Report and Charity Fund Report as presented: Moved by – J. Cawston 2 nd by – C. Ewacha
6.	Appointment of Auditors 2015-2016 2016-2017 2017-2018	Steve Maki		Motion to have N. Paddock draft and send letter of tender to three accounting firms: Moved by – T. Fitzgerald 2 nd by – J. Cawston
7.	Executive Director Comments	Nicke Paddock		Motion to accept the ED Comments as presented: Moved by – M. Caron 2 nd by – T. Fitzgerald
8.	Items for the Secretary/Treasurer to review	Nicke Paddock		The following items were presented to the Secretary/Treasurer for review: <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

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				5) Unaudited Charity Fund Financial Statement March 31/15 6) Audited Financial Statement March 31/15 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	Steve Maki		Date of the next Annual General Meeting - Tuesday, September 13, 2016
10.	Adjournment	Steve Maki		Motion to adjourn: Moved by – J. Cawston Meeting adjourned at 7:34pm