

Northern Community Development Services
Annual General Meeting - Minutes



Tuesday, September 19, 2017- 6:30pm
NCDS Office – 304 Scott St.

In attendance

Gerd O’Sullivan	Vice President	Sheryl Supinski	Recording Secretary
Carol Ewacha	Secretary/Treasurer	Heather McLean	Finance Administrator
Mark Caron	Director	Brittany Beyak-Freamo	Auditor
Trevor Fitzgerald	Director	Bridget McGinnis	Guest
Nicke Paddock	Executive Director	Crystal George	Guest

Regrets

Gary Gamsby Director

	Agenda Item and Time	People Responsible The Objective: Decision, Input or Information	Background Info	Outcomes, Decisions and Commitment to Action
1.	Call to Order	Gerd O’Sullivan		Meeting called to order at 6:36pm
2.	Welcome and Board of Directors Report	Gerd O’Sullivan		G. O’Sullivan presented a brief report of Board of Director activities and community involvement over the past year.
3.	Introduction of Slate of Directors and Officers	Gerd O’Sullivan		President – Vacant Vice President – Vacant Carol Ewacha – Secretary/Treasurer Gary Gamsby – Director Mark Caron – Director Trevor Fitzgerald – Director

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4.	Approval of Minutes of Previous Meeting: September 13, 2016	Gerd O'Sullivan		Motion to approve the Annual General Meeting Minutes from September 13, 2016: Moved by – C. Ewacha 2 nd by – T. Fitzgerald
5.	Auditor's Report and Approval of Financial Statements	Brittany Beyak-Freamo		Motion to approve the Auditor's Report as presented: Moved by – M. Caron 2 nd by – C. Ewacha
6.	Appointment of Auditors	Gerd O'Sullivan		Motion to appoint Stewart & Sande to complete the 2017/2018 Financial Audit for Northern Community Development Services: Moved by – M. Caron 2 nd by – C. Ewacha
7.	Executive Director Comments	Nicke Baird		Motion to accept the Executive Director's Comments as presented: Moved by – C. Ewacha 2 nd by – M. Caron
8.	Items for the Secretary/Treasurer	Nicke Baird		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

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				Statement March 31/17 6) Audited Financial Statement March 31/17 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	Gerd O’Sullivan		Date of the next Annual General Meeting – Tuesday, September 11, 2018
10.	Adjournment	Gerd O’Sullivan		Motion to adjourn: Moved by – T. Fitzgerald Meeting adjourned at 6:55pm