

Northern Community Development Services  
Board of Directors Meeting – Minutes

**Tuesday, April 11, 2023 – 12:00pm**  
**NCDS – 304 Scott St**

Charlene Strain Vice President  
Angela Halvorsen Director  
Trevor Fitzgerald Director  
Adrian Chapman Secretary/Treasurer  
Dana Cridland Director  
Sheryl Supinski Interim Executive Director  
Nicole Wall Financial Administrator  
Teagan White Recording Secretary

**Regrets**

Mark Caron President



	Agenda Item and Time	People Responsible The Objective: Decision, Input or Information	Background Info	Outcomes, Decisions and Commitment to Action
1.	Welcome Orientation/Declaration of any Conflict of Interest	Charlene Strain		Meeting called to order at 12:11pm  No conflict of interest declared
2.	Acceptance of the Agenda/Additions to Agenda	Charlene Strain		Motion to accept the agenda as presented: Moved by – A. Halvorsen 2 <sup>nd</sup> by – D. Cridland  Carried.

	Agenda Item and Time	People Responsible The Objective: Decision, Input or Information	Background Info	Outcomes, Decisions and Commitment to Action
3.	Approval of Minutes – a) March 8, 2023	Charlene Strain		a) <b>Motion to approve the March minutes:</b> Moved by – A. Chapman 2 <sup>nd</sup> by – D. Cridland  Carried.
4.	New Business a) NCDS Policy and Procedure b) Donation Requests	Charlene Strain		a) <b>Motion to approve the wording revision in Policy 2.29 Employee Health Spending Account</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – A. Halvorsen  b) <b>Motion to approve a \$200 donation from the NCDS Charity account to La Verendrye General Hospital – Rock'n for a Reason:</b> Moved by – A. Halvorsen 2 <sup>nd</sup> by – T. Fitzgerald  <b>Motion to approve a \$300 donation from the NCDS Charity account to Fort Frances High School – Chem Free Grad:</b> Moved by – A. Chapman 2 <sup>nd</sup> by – D. Cridland  Carried.
5.	In Camera	Charlene Strain		N/A

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6.	Old Business a) N/A	Charlene Strain		N/A
7.	Financial Report a) February Financials	Nicole Wall		a) <b>Motion to approve the Financial Report as presented:</b> Moved by – A. Chapman 2 <sup>nd</sup> by – D. Cridland Carried.
8.	Executive Director Report	Sheryl Supinski		<b>Motion to approve the Executive Director's Report:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – D. Cridland Carried.
9.	Next Meeting Date	Charlene Strain		Next meeting date will be Tuesday, May 9, 2023 @ 12:00pm
10.	Adjournment	Charlene Strain		<b>Motion to adjourn:</b> Moved by – T. Fitzgerald <b>Meeting adjourned at 12:45pm</b>

*Charlene Strain*

*D. Cridland*

Signatures