

Northern Community Development Services  
Board of Directors Meeting – Minutes



**Tuesday, February 21, 2017 - 5:30pm**

**NCDS office – 304 Scott St.**

In attendance

Steve Maki	President	Trevor Fitzgerald	Director
Gerd O’Sullivan	Vice President	Nicke Paddock	Executive Director
Carol Ewacha	Secretary/Treasurer	Sheryl Supinski	Recording Secretary
Mark Caron	Director	Heather McLean	Financial Administrator

Regrets

Gary Gamsby                      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>
	Welcome Remarks/Orientation	<b>Steve Maki</b>		<b>Meeting called to order at 5:45pm</b>
1.	Acceptance of the Agenda	<b>Steve Maki</b>		<b>Motion to accept the Agenda as presented:</b> Moved by – C. Ewacha 2 <sup>nd</sup> by – M. Caron
2.	Approval of Minutes – January 24, 2017	<b>Steve Maki</b>		<b>Motion to approve the November Minutes:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – C. Ewacha
3.	New Business a) Letters from B.Beyak and D.Matson	<b>Nicke Paddock</b>		N. Paddock presented letter from B. Beyak (Stewart & Sande) and D. Matson (Johansen Law Firm) regarding the outstanding invoice from Ivedha Inc. Both parties advised that the invoice date has surpassed the statute of limitations therefore the dollars allocated should be used.

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4.	Other business a) Resource Centre renovations	<b>Steve Maki</b>		S. Maki met with D. Thurber regarding the signed contract for renovations requesting the contract be nullified. D. Thurber requested a letter to take to his Board of Directors. D. Thurber expressed concerns to N. Paddock about the letter drafted.  <b>Motion made to appoint N. Paddock talk to D. Thurber regarding details he would like in the letter to null the existing contract and consult D. Matson around concerns of any legal liability on NCDS' behalf.</b>  Moved by – C. Ewacha 2 <sup>nd</sup> by – G. O'Sullivan
5.	Financial Report	<b>Heather McLean</b>		<b>Motion to approve Financial report:</b> Moved by – M. Caron 2 <sup>nd</sup> by – C. Ewacha
6.	Executive Director Report	<b>Nicke Paddock</b>		<b>Motion to accept the Executive Director's report:</b> Moved by – G. O'Sullivan 2 <sup>nd</sup> by – T. Fitzgerald
7.	Board Information a) N/A			
8.	Next Meeting Date	<b>Steve Maki</b>		S. Supinski will email G. Gamsby regarding dates for the next meeting.
9.	Adjournment	<b>Steve Maki</b>		<b>Motion to adjourn:</b> Moved by – G. O'Sullivan <b>Meeting adjourned at 6:51pm</b>