

Northern Community Development Services
Board of Directors Meeting – Minutes



Tuesday, January 12, 2021 –12:00pm

Zoom

In attendance

Charlene Strain	Vice President	Trevor Fitzgerald	Director
Adrian Chapman	Secretary/Treasurer	Nicke Paddock	Executive Director
Angela Halvorsen	Director	Sheryl Supinski	Recording Secretary
Dana Cridland	Director		

Regrets

Mark Caron	President	Nicole Wall	Financial Administrator
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	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		C. Strain was appointed to chair the meeting. Meeting called to order at 12:04pm
2.	Acceptance of the Agenda/Additions to Agenda	Charlene Strain		Motion to accept the agenda with the addition of item: 6. b) Strategic Plan Moved by – A. Chapman 2 nd by – T. Fitzgerald Carried.
3.	Approval of Minutes – a) November 10, 2020	Charlene Strain		Motion to approve the November minutes: Moved by – A. Chapman 2 nd by – T. Fitzgerald Carried.

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4.	New Business a) Board of Director's Manual revisions b) ED vacation days	Nicke Paddock		a) Reviewed the Table of Contents and Orientation section of the manual. S. Supinski will make changes. Manual will be approved when completed. b) Approval of Vacation Days (9) to be rolled over by N. Paddock: Moved by – A. Halvorsen 2 nd by – D. Cridland Carried.
5.	In Camera	Charlene Strain		N/A
6.	Old Business a) ED Evaluation b) Strategic Plan	Nicke Paddock		a) C. Strain and D. Cridland have completed their portions of the evaluation. C. Strain will contact M. Caron regarding his portion. Once completed a presentation will be made to the remaining Directors. b) Rescheduled until spring due to COVID-19
7.	Financial Report	Nicke Paddock		Motion to approve the Financial Report as presented: Moved by – T. Fitzgerald 2 nd by – D. Cridland Carried.

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8.	Executive Director Report	Nicke Paddock		Motion to accept the Executive Director's report: Moved by – A. Chapman 2 nd by – A. Halvorsen Carried.
9.	Next Meeting Date	Charlene Strain		Next meeting date will be Tuesday, February 9 th @ 12:00pm
10.	Adjournment	Charlene Strain		Motion to adjourn: Moved by – T. Fitzgerald Meeting adjourned at 12:24pm

Signatures
