

Northern Community Development Services  
Board of Directors Meeting – Minutes



**Tuesday, January 9, 2018 - 6:00pm**  
**NCDS office – 304 Scott St.**

**In attendance**

Mark Caron	Director	Adrian Chapman	Director
Trevor Fitzgerald	Director	Nicke Paddock	Executive Director
Charlene Strain	Director	Sheryl Supinski	Recording Secretary
Angela Mainville	Director		

**Regrets**

Carol Ewacha	Secretary/Treasurer	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>Mark Caron</b>		<b>Meeting called order @ 6:22pm</b>  <b>Motion to appoint M. Caron as the acting chairperson:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – C. Strain
1.	Acceptance of the Agenda	<b>Mark Caron</b>		<b>Motion to accept the Agenda as presented:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – C. Strain
2.	Approval of Minutes – November 14, 2017	<b>Mark Caron</b>		<b>Motion to approve the November Minutes:</b> Moved by – C. Strain 2 <sup>nd</sup> by – M. Caron

	<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>
3.	New Business a) Board of Directors candidates  b) Donation Request	<b>Mark Caron</b>		a) <b>Motion to accept Angela Mainville and Adrian Chapman as directors of the NCDS Board of Directors:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – C. Strain  b) <b>Motion to donate \$200 to Riverside Foundation for Health Care’s courier truck campaign from the NCDS Charity Account:</b> Moved by – C. Strain 2 <sup>nd</sup> by – A. Mainville
4.	Other business a) Meeting times	<b>Nicke Paddock</b>		a) After discussion around meeting times it was decided that meetings will be at noon
5.	Financial Report	<b>Nicke Paddock</b>		<b>Motion to approve the Financial Report as presented:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – C. Strain
6.	Executive Director Report	<b>Nicke Paddock</b>		<b>Motion to accept the Executive Director’s Report:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – C. Strain
7.	Board Information N/A			N/A
8.	Next Meeting Date	<b>Mark Caron</b>		Next meeting date will be Tuesday, February 13 <sup>th</sup> @ noon.
9.	Adjournment	<b>Mark Caron</b>		<b>Motion to adjourn:</b> Moved by – C. Strain <b>Meeting adjourned at 6:45</b>