

Northern Community Development Services  
Board of Directors Meeting – Minutes



**Tuesday, June 12, 2018 - 12:00pm**  
**NCDS office – 304 Scott St.**

**In attendance**

Carol Ewacha	Secretary/Treasurer	Charlene Strain	Director
Trevor Fitzgerald	Director	Nicke Paddock	Executive Director
Adrian Chapman	Director	Sheryl Supinski	Recording Secretary
Mark Caron	Director	Heather McLean	Finance Administrator
Angela Mainville	Director		

**Regrets**

Gary Gamsby	Director
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	<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>
1.	Appointment of Chair			<b>Motion to appoint M. Caron to chair the meeting:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – A. Chapman  Carried.
2.	Welcome Orientation/Declaration of any Conflict of Interest	<b>Mark Caron</b>		<b>Meeting called to order at 12:23pm.</b> No conflict of interest declared.
3.	Acceptance of the Agenda/Additions to Agenda	<b>Mark Caron</b>		<b>Motion to accept the agenda as presented:</b> Moved by – A. Mainville 2 <sup>nd</sup> by – C. Strain  Carried.

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4.	Approval of Minutes – a) May 8, 2018  b) May 8, 2018 – In camera meeting	<b>Mark Caron</b>		<p><b>a) Motion to approve the May Minutes:</b> Moved by – A. Mainville 2<sup>nd</sup> by – C. Strain  Carried.</p> <p><b>b) Motion to approve the May In Camera Minutes:</b> Moved by – C. Strain 2<sup>nd</sup> by – A. Chapman  Carried.</p>
5.	New Business N/A	<b>Mark Caron</b>		No new business
6.	In Camera	<b>Mark Caron</b>		No in camera business
7.	Old Business a) Board Succession Planning	<b>Nicke Paddock</b>		a) N. Paddock provided an update on the succession planning meeting with C. Strain, A. Mainville and S. Supinski. Terms of service were discussed and recommended that the bylaw change to include two year terms with a maximum of three terms. After a break in service of one term (two years) s/he may be re-elected. N. Paddock and A. Mainville will each contact one new potential candidate.

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8.	Financial Report	<b>Heather McLean</b>		<b>Motion to approve the annual preliminary cash flow budget as presented:</b> Moved by - C. Ewacha 2 <sup>nd</sup> by – A. Chapman Carried.
9.	Executive Director Report	<b>Nicke Paddock</b>		<b>Motion to accept the Executive Director's Report as presented:</b> Moved by – C. Ewacha 2 <sup>nd</sup> by – T. Fitzgerald Carried.
10.	Next Meeting Date	<b>Mark Caron</b>		Next meeting date will be Tuesday, September 11 <sup>th</sup> @ 5:15pm with the Annual General Meeting following at 6:00pm
11.	Adjournment	<b>Mark Caron</b>		<b>Motion to adjourn:</b> Moved by – T. Fitzgerald Carried.  <b>Meeting adjourned at 1:00pm</b>