

Northern Community Development Services  
Board of Directors Meeting – Minutes



**Tuesday, September 10, 2019 – 5:00pm**  
**NCDS office – 304 Scott St.**

**In attendance**

Mark Caron	President	Angela Halvorsen	Director
Trevor Fitzgerald	Vice President	Nicke Paddock	Executive Director
Charlene Strain	Secretary/Treasurer	Sheryl Supinski	Recording Secretary
Adrian Chapman	Director	Nicole Wall	Financial Administrator

**Regrets**

Angela Mainville      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>
1.	Welcome Orientation/Declaration of any Conflict of Interest	<b>Mark Caron</b>		<b>Meeting called to order at 5:25pm</b>
2.	Acceptance of the Agenda/Additions to Agenda	<b>Mark Caron</b>		<b>Motion to accept the agenda as presented:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – A. Chapman  Carried.
3.	Approval of Minutes – a) June 11, 2019	<b>Mark Caron</b>		<b>Motion to approve the June minutes:</b> Moved by – A. Chapman 2 <sup>nd</sup> by – T. Fitzgerald  Carried.  <b>Motion to approve the June In Camera minutes:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – A. Chapman  Carried.

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4.	New Business a) Retirement of Officers	<b>Nicke Paddock</b>		<p>a) M. Caron's one year term as president was completed.</p> <p><b>M. Caron was nominated for the position of President by A. Halvorsen.</b>  <i>Call for any other nominations was made – no other nominations came forward</i></p> <p><b>Motion to have M. Caron fill the position of President for a two year term:</b>  Moved by – A. Halvorsen  2<sup>nd</sup> by – T. Fitzgerald</p> <p style="text-align: right;">Carried.</p>
5.	In Camera a) Personnel matter update	<b>Mark Caron</b>		<p><b>Motion to go in camera @ 5:31pm:</b>  Moved by – A. Halvorsen  M. Caron declared the in camera discussion over @ 5:36pm</p>
6.	Old Business a) FFHS cafeteria update  b) Dana Cridland	<b>Mark Caron</b>		<p>a) Interviews for the manager of The Caf Co have been underway. N. Paddock made a presentation to the teachers at FFHS detailing plans for the cafeteria. The cafeteria will open around October 1<sup>st</sup>.</p> <p><b>b) Motion to have D. Cridland join the NCDS Board of Directors:</b>  Moved by – C. Strain  2<sup>nd</sup> by – A. Chapman</p> <p style="text-align: right;">Carried.</p>

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	c) Other employment/business activity approval for Executive Director			c) <b>Motion to approve N. Paddock's life coaching business outside of work hours:</b> Moved by – C. Strain 2 <sup>nd</sup> by – A. Halvorsen  Carried.
7.	Financial Report	<b>Nicole Wall</b>		<b>Motion to approve the financial report as presented:</b> Moved by – A. Chapman 2 <sup>nd</sup> by – C. Strain  Carried.
8.	Executive Director Report	<b>Nicke Paddock</b>		<b>Motion to accept the Executive Director's Report as presented:</b> Moved by – T. Fitzgerald 2 <sup>nd</sup> by – A. Chapman  Carried.
9.	Next Meeting Date	<b>Mark Caron</b>		Next meeting date will be Tuesday, October 8 <sup>th</sup> @ 12:00pm
10.	Adjournment	<b>Mark Caron</b>		<b>Motion to adjourn:</b> Moved – T. Fitzgerald <b>Meeting adjourned at 5:55pm</b>