

Community Futures Tawatinaw Region
REGULAR BOARD MEETING



Minutes

February 3, 2016

- CALL TO ORDER:** Chair Lata called the meeting to order at 12:28pm.
- DIRECTORS PRESENT:** Dave Lata, Paul Ponich, Bill Nimmo, Brenan Fitzgerald, Peggy Laing and Don Radmanovich
- STAFF PRESENT:** Kelly Harris-Martin and Amanda Robinson,
- ABSENT:** Don Savage, George Greig, Dan Bury and Ron Rogers
- ACCEPTANCE OF AGENDA:** Director Radmanovich **moved** acceptance of the agenda as presented.
- MOTION CARRIED
- ACCEPTANCE OF MINUTES:** Director Laing **moved** that the minutes of the January 6, 2016 meeting be accepted as amended.
- MOTION CARRIED
- DISCLOSURE OF MATERIAL INTERESTES:** Director Laing acknowledges a potential conflict of interest with regards to the discussion surrounding the Admin. Assistants wage and agrees to abstain from discussing, commenting or voting on the matter, and further acknowledges that the Board may request that she remove herself from the room during the discussion.
- GENERAL MANAGERS REPORT:
- IN HOUSE FINANCIAL STATEMENT** Director Fitzgerald **moved** acceptance of the In House Financial Statement as presented.
- MOTION CARRIED
- LOAN STATUS REPORT:**
- CFTR CAPACITY BUILDING:**
-SPRING TRAINING

- BOARD TRAINING

-FACILITATION TRAINING

Director Ponich **moved** acceptance of the General Managers Report as presented.

MOTION CARRIED

OTHER BUSINESS:

-ST. ALBERT EXPANSION

- BUILDING RENOVATIONS

- ADDITIONS TO POLICY &
PROCEDURE MANUAL

Director Fitzgerald **moved** to accept the addition of **the Attendance Policy, Acceptance of Gifts Policy, Board of Directors Policy, Cash Handling and Storage Policy, Client Behaviour Policy, Cold/Inclement Weather Policy, Collection and Destruction of Customer Information Policy, Property Policy, Confidentiality Agreement, Conflict of Interest Policy, Corporate Credit Card Policy, Corporate Social Media Policy, Email Voting Policy, Insubordination Policy, Media Relations Policy, Open Door Policy, PIPA Policy, Severe Weather Policy, Termination of Employment Policy and Workplace Occupational Health and Safety Policy** with recommended changes.

MOTION CARRIED

-LOAN FEES

Director Nimmo **moved** that we implement a new loan fee of a one-time fee of 1.5% of the value of the term loan or line of credit, once the loan is disbursed, this fee will replace the current fee of \$50 or \$95 and take effect immediately.

MOTION CARRIED

-OPERATIONAL PLAN 2016 -2017

Director Laing **moved** acceptance of the 2016 – 2017 Operation Plan. Director Nimmo seconded the motion.

MOTION CARRIED

Director Radmanovich **moved** acceptance of the Operation Plan Budget 2016-2017. Director Fitzgerald seconded the motion.

MOTION CARRIED

IN CAMERA:

Director Nimmo **moved** to go In-Camera at 1:02pm

MOTION CARRIED

Director Radmanovich **moved** to go out of In-Camera at 1:59pm

MOTION CARRIED

BUSINESS ARISING:

Director Radmanovich **moved** that the staff wage changes be accepted as presented.

MOTION CARRIED

CHAIR'S REPORT:

NEXT MEETING:

Next Regular Board Meeting will be on March 2, 2016

ADJOURNMENT:

Director Lata moved adjournment of the meeting at 2:19pm

MOTION CARRIED

RECORDING SECRETARY

SIGNATURE OF CHAIR

DATE _____

