

**Resource Opportunities Centre
Meeting of the Board of Directors
Monday, April 16, 2018**

<u>ITEM</u>	<u>Time</u>	<u>Discussion/Decision/Action/Follow-up</u>
1.0 Call to order/attendance/welcome guests	6:30PM- 6:35PM	Al (Chair); Peggy, Art, John, Rob, Brad, Lisa, Amy, Jessica, Shirley (recorder), Liz (via Skype), Nicole Absent: Coralee
2.0 Approval of Agenda		Agenda approved as circulated, unanimous vote.
3.0 Approval of Minutes		Minute approved as circulated, unanimous vote.
4.0 Business Arising from the Minutes		
4.1 Policy Review: Section 4	6:35PM - 7:00 PM	4.3 – Motion that starting in September, board meetings will move to the last Monday of each month to allow Finance Committee adequate time to review monthly financials and provide the most up to date information to the board. Motion carried. 4.1 – Motion to change the wording in the policy manual in this section from written to verbal quarterly reports, to align with our normal practice. Motion carried; manual to be updated.
4.2 Code of Conduct: Forms for any members missed		All members have signed the CoC form.
4.3 Board Evaluation:		Discussion around process for ED evaluation as forms reflected some members may not know the the process. The ED does participate with the Executive in a performance discussion annually, which will include review of the new strategic plan going forward.
5.0 Standing Reports		
5.1 ED Report – Circulated in advance	7:00PM	Discussion around outdoor development and OHS program at PRCC. The board supports nominating the Village Green Recreation Society for a Volunteer Award based on their partnership with us for the PALS/New Horizons program.
5.2 Program & Event updates (Jessica)	7:10 PM – 7:25 PM	A comprehensive update on Spring programming was delivered. Information shared re: After the Bell program for girls, expanded from last year; Caregivers NS and Arthritis Society workshops; March Break camps; Home Alone /Babysitting courses for youth. Great success with Chinese food Friday Feast and wonderful Easter dinner. List of events upcoming is available in the Prospective, on our website and social media, and posted at the front desk of PRCC.
5.3 Report from the Treasurer	7:25 PM	Treasurer has reviewed the financial statements for end of February, and is satisfied we're in good shape.
5.4 Operations Report (Amy)	7:30 PM – 7:45 PM	Comprehensive report delivered including staffing updates; all staff have updated First Aid course and are listed on our OHS board in the kitchen. New time for the Farmer's

		Market. Noted that we have renewed our Directors and Operators insurance and that the Prospective is currently in circulation with some new advertisers.
5.5 Volunteer Opportunities Upcoming (Jessica)	7:45 PM-7:50 PM	Upcoming coming events that could use volunteer assistance were listed; who assisted at Friday Feast and the Easter Dinner were thanked for their help.
6.0 New Business 6.1 AGM/ROC anniversary planning (Shirley)	7:50 PM-8:05 PM	Recommended that we separate the celebration and AGM. An ice cream social was suggested, with invitations for founding members. It was noted that May evenings are limited due to programming but that slows down in June; possible dates will be circulated via Doodle.
7.0 Community Announcements (all) Upcoming events, notes of interest from other communities/groups	8:05 PM	Village Green is hosting the final PALS event on April 29; fiddlers and dancing. DNR Fire Smart presentation at PRCC on May 7.
8.0 Adjournment/next meeting Monday, May 14, 2018 6:30 PM	8:15 PM	Motion to adjourn.