

**Meeting of the Board of Directors  
Monday, February 24, 2020**

<u>ITEM</u>	<u>Discussion/Decision/Action/Follow-up</u>
<b>1.0 Call to order/attendance/ welcome guests</b>	Regrets from Lisa, John and Brad Attendance: Peggy, Art, Al (chair); Coralee, Bill, Operations/Finance Manager, Programs/Events Manager, Executive Director and Bronwyn Mackinnon, HRM Community Developer.
<b>2.0 Approval of Agenda</b>	<b>Agenda approved.</b>
<b>3.0 Business Arising from the Minutes</b> <b>3.1 Transit</b>	3.1 Will require a final report for Rural Transit Grant. Grant paperwork will be submitted next week to CCH.
<b>3.2 Strategic Planning - Bronwyn – HRM Community Developer</b>	3.2 Bronwyn provided some initial guidance with respect to the upcoming strategic planning. We discussed various options for creating a new survey to capture community feedback. Bronwyn and ED to work together on this. Board liked the idea of a day on a weekend to hammer out the major pieces, then a follow up on board meeting night to finalize.
<b>4.0 Approval of Minutes:</b> Minutes from October meeting ; notes from January meeting don't require approval	<b>Minutes approved. ED to post.</b>
<b>5.0 Standing Reports</b>	
5.1 ED Report	Updates provided on work with Goodwood Project, Transit Grant, Community Health Board, other grants in process. No questions or concerns raised.
5.2 Program & Event updates 5.2(b) Volunteer Opportunities Upcoming	Programs Manager provided an update on the success of the Chinese food feast; plans for upcoming Market Breakfasts. Lunch and Learn grant funding expires end of March, weekly lunch will continue if community will support. New Monday lunch program with the schools is going well; new catering bookings are starting to come in.
5.3 Report from the Treasurer	Brief Report discussing increasing minimum wage by the government and the impact that will have. It is significant in the budget for 2020-21.  Audit discussion: Board decision that an audit is not required and our due diligence is satisfied by the levels of scrutiny in our process; our treasurer is an accountant, and HRM does a final review of the finances twice each year.
5.4. Operations Report	Update on JOHS and a new sick policy. Operations Manager has been working with JEM during weather events; provided updates from PRRA; PPRA; and the SACs of local schools.

<p>5. <b>New Business</b></p>	<p>New facility operating agreement. ED passed copies around and will circulate to members who are absent. Andy from HRM will be here next meeting to review; please submit any questions to ED in advance so he has time to review and ensure he has the information to answer at the meeting; he may need to take it to other levels to get information.</p> <p>Terms expiring: the list was circulated regarding term expiries. Those whose terms expire may reoffer; please give this some thought and let ED know so we can begin recruitment planning in advance of the AGM in June.</p>
<p>6. <b>Community Announcements</b> (all) Upcoming events, notes of interest from other communities/groups</p>	<p>There will be Saint Patrick's events in many of the communities (Terence Bay and East Dover). Scouts are going to start chase the ace again at the end of March.</p>
<p>7. <b>Adjournment/next meeting</b></p>	<p>March 23, 2020 – We expect to see Andy Conrad, our HRM Liaison; this meeting may be shifted to Mar 30 due to his schedule.</p>