

Centre Wakefield LaPêche
ORDRE DU JOUR / AGENDA Conseil d'administration
 April 27, 2023 @8:00-9:30 am CWLP – Community Centre – GSH and Google Meets

Board:

Vicki Carlan (Chair)
 David Park (Secretary)
 Peter Gillies (Treasurer)
 Carly Woods
 Chris. Harris
 Pam Ross

| Item | Documents Provided | Documents, Resolutions and Action Items |
|---|---|--|
| Arrival and welcome | | The following roles were identified: <ul style="list-style-type: none"> - Identification of Chair: Peter - Minute taker: David - Timer: Carly |
| Approval of the agenda | | <i>Motion to approve April 27 Agenda duly made by Carly, seconded by David and unanimously carried</i> |
| Declaration of conflicts of interest | | Conflicts of Interest identified: None. |
| Operations Progress Report | Q1 Staff Report Employee Compensation, Leave and Benefits Policy – updates | Lindsay invited questions to the staff's Q1 report. Board noted that they were appreciative of the staff's work. Vick presented an updated HR-related policy with the additional of "family leave" proposed for 5 days. After discussion regarding the combination of leave for employees and the flexibility in daily and weekly work hours, the Board recommended 2 days for family leave. <i>Motion made by Vicki and seconded by Carly to adopt the Employee Compensation, Leave and Benefits Policy with one change - 2 instead of the proposed 5 days for family leave with a commitment to review the policy in 1 year to ensure it keeps up with the changing HR needs of the centre. The motion was unanimously carried.</i> <u>Action:</u> <ul style="list-style-type: none"> - Acting GM to continue to review HR policies found in the CWLP's 2017 HR Manual and bring forward updates for the Board's consideration as appropriate. |
| March Financial Statements | Unavailable | To be presented at the May meeting. |
| Three-year Renewal Plan | Moving Forward (draft 3 year renewal plan) | Vicki presented the results of the consultant's fall efforts to draft a strategic plan for the Board and ultimately the members review. The three-year plan is a thoughtful compilation of the work of consultants, partners (MRC and others), |

| Item | Documents Provided | Documents, Resolutions and Action Items |
|---|---------------------------------|--|
| | | <p>member key informants, past-Boards research and discussions, surveys, and community consultations over the past 5 years.</p> <p><u>Action:</u></p> <ul style="list-style-type: none"> - Vicki to add the annual operating budget to the plan and circulate as part of the member consultation on transfer of ownership as this was an issue identified by the consultant to address in the near future as part of the “getting our house in order” phase. |
| <p>Special Members Meeting to seek approval to begin formal discussions for transfer of ownership to Municipality.</p> | <p>Special Meeting workplan</p> | <p>Vicki requested the Board of Directors hold a special members meeting to seek approval to begin formal negotiations with the Municipality regarding the transfer of ownership of the building to the Municipality. In 2020, at the request of the Board to discuss alternative sustainability approaches with the municipality, the municipality sent a draft letter of agreement for such a transfer for their consideration. This option has been discussed by boards, and members since then and a final decision has been recommended as part of the strategic planning process this past fall. Vicki believes that it is important to obtain member endorsement for pursuing these conversation so that members can make a decision in the future about an expanded partnership with the municipality.</p> <p>Vicki presented a workplan for such an event. Discussion around the Board table was favourable regarding holding this meeting. Various issues were raised: what constitutes a “no vote”, is our membership list up to date.</p> <p><u>Action:</u></p> <ul style="list-style-type: none"> - Peter and Judi to examine what would constitute a “no vote” of the members (i.e., is 50% +1 enough) - Vicki to respond to questions from MiNG regarding the agreement - Pam and Vicki to follow up with the municipality regarding the process - Vick to ensure that the draft agreement is available on the website for member’s review. |
| <p>Annual Support Membership Reviewed</p> | | <p>Based on information provided by Karen Bayes and the MiNG, the Annual Support Membership is not compliant with the cooperative charter in Quebec. Vicki recommended that this non compliance required the Board to rescind the “program” until such time that an alternative or modification to the program could be made.</p> <p>Several board members also noted that the Partnership Fund could be used by members who were interested in providing additional financial support the centre with the added benefit that members would receive a charitable tax receipt.</p> <p>Vicki offered to prepare the text for a motion to rescind the program for an e-vote the next day.</p> |
| <p>Other Business and adjournment.</p> | | <p><u>From Other Business:</u> None</p> <p>Motion made by Carly, and seconded by Peter unanimously carried to adjourn the meeting..</p> |