



**Board of Directors Minutes for Open Meeting  
Tuesday, September 27, 2022**

**Present:**

Chair:

Susan Fitzgerald

Directors:

Kelly Skrzypek

Greg Hackborn

Brian Konst

Laura Miedema

Chief Executive Officer:

Jane Angus

MCCSS Program Supervisor:

Scott Gregory

Administrative Assistant:

Karen Sweeting (Recorder)

**Regrets:** Jenna Dierick, Emily Miller, Elizabeth Abraham, Alison Hilborn, Cindy Landry

1. **Call to Order** - Susan Fitzgerald called the meeting to order.

2. **Land Acknowledgment**

3. **Agenda - Additions, Deletions, Approval**

**Motion:** To approve the agenda.

Greg Hackborn and Kelly Skrzypek. **Carried.**

4. **Conflict of Interest Declarations**

None declared.

5. **Approval of Minutes** – June 28, 2022

**Motion:** To accept the minutes from June 28, 2022.

Kelly Skrzypek and Laura Miedema. **Carried.**

6. **Business Arising from Minutes**

a. Striking of Committees – Additional membership on Board Committees was identified: Kelly Skrzypek and Greg Hackborn would like to be part of the Policy Review Committee. Brian Konst will be participating in the Nominating Committee.

**Motion:**

1) To approve membership of the following additional nominees for the Policy Committee for July 2022 – June 2023: Kelly Skrzypek and Greg Hackborn.

2) To approve membership of the following additional nominee for the Nominating Committee: Brian Konst.

Greg Hackborn and Laura Miedema. **Carried.**

## 7. Executive Reports:

- a. Chair's Report – Susan reviewed the email decisions that had been made over July and August for information:
  - 1) Approve revisions as presented to the Purchasing Policy, Financial Management Policy, and the Financial Conditions and Activities Governance Policy. June 29, 2022
  - 2) Approve the MCCSS 2021-22 Annual Reconciliation Report July 26, 2022
  - 3) Approve the MOH 2020-21 Annual Reconciliation Report July 26, 2022

- b. Treasurer's Report – June 30, July 31, and August 31, 2022.

**Motion:** To approve the Treasurer's report.

Greg Hackborn and Kelly Skrzypek. **Carried.**

- c. CEO's Report

The following directions were supported by the Board to be included in new revisions to policies, as recommended by HR Covered:

- Termination of Employment Policy to follow the guidelines outlined in the Employment Standards Act requiring only 2 weeks' notice.
- Sick Leave Policy to provide eligibility for sick leave after two weeks of employment; maintain Sick Leave eligibility at 15 paid days per year and Family Responsibility Leave at 3 paid days per year; and do not add bonus days for taking no sick time.

**Motion:** To approve CEO's report as presented.

Greg Hackborn and Kelly Skrzypek. **Carried.**

## 8. Committee Reports

- a. Policy Review Committee

**Motion:** To approve the revisions to the Abuse Policy, Cheques Requisitioning and Processing Policy, Client Satisfaction Surveys Policy, COVID-19 Vaccination Policy, Human Resource Records Policy, Recording Standards Policy, Statistics Policy and Visual Identity Policy.

Kelly Skrzypek and Laura Miedema. **Carried.**

- b. Nominating Committee

**Motion:** To approve the continued membership of Susan Fitzgerald and Brian Konst on the Board of Directors although they no longer live or work in Brant.

Greg Hackborn and Kelly Skrzypek. **Carried.**

## 9. In-Camera

**Motion:** To move in-camera.

Laura Miedema and Kelly Skrzypek. **Carried.**

**10. In-Camera Reports.**

**11. Adjournment** – Susan adjourned the meeting at 6:38 p.m.

**Next Meeting:** Tuesday, October 25, 2022 at 5:30 p.m.