

**Board of Directors Minutes for the Open Meeting**

**Tuesday, March 28, 2023**

**Present:**

Chair: Susan Fitzgerald

Vice Chair/Treasurer: Kelly Skrzypek

Directors: Laura Miedema, Emily Miller, Jenn Tonnies

Chief Executive Officer: Jane Angus

Manager of Service Coordination Alison Hilborn

Executive Assistant: Cindy Landry (recorder)

**Regrets**: Jenna Dierick, Brian Konst, Elizabeth Abraham, Greg Hackborn

1. **Call to Order and Welcome Jennifer**  
   Susan Fitzgerald called the meeting to order at 5:31 p.m. Introductions were made, and we welcomed Jenn Tonnies to the Board.
2. **Land Acknowledgment**Susan read the Land acknowledgment.
3. **Agenda – added Open Report from the Chair**

**Motion:** To approve the agenda.

Laura and Kelly. **Carried.**

1. **Conflict of Interest Declarations**

None declared.

1. **Approval of Minutes** – February 28, 2023

**Motion:** To accept the minutes from February 28, 2023.

Kelly and Laura. **Carried.**

1. **Business Arising from Minutes**
   1. Directors Terms and Executive Succession

The Board needs to plan annually for Nominations of the slate of Directors and the election of Officers at the June meeting. Susan Fitzgerald, Chair, has given her resignation notice effective May 1, 2023, and Kelly will step in as Chair until the June meeting. Kelly has indicated she would be interested in the Chair position for the next term. This requires more discussion at the next meeting.

* 1. Annual Board Self-Evaluation – please complete the Annual Board Self-Evaluation and a roll-up will be presented next month.  
     **ACTION**: Cindy will send out a reminder.

1. **Executive Reports:** 
   1. Chair’s Report – Email decision was made but will not be recorded as MCCSS indicated they no longer wanted current reimbursement of the URS surplus. MCCSS is considering whether we should accrue these funds for clients who have established budget commitments. We have 101 currently active, which means April 1, 2023, we will have 101 active cases – this is 50% of our 202 target for the year, and reflects close to 50% of the Purchased Client Services budget.
   2. Treasurer’s Report – February 28, 2023

**Motion:** To approve the Treasurer’s report as presented.

Kelly and Emily. **Carried.**

* 1. CEO’s Report

Jane shared the new bookmarks for CSP and URS.

Agreement to have Donna Debolt as the guest speaker for the AGM.

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

Laura and Emily. **Carried.**

1. **Committee Reports**
   1. Policy Review CommitteeJane will set up a Policy Review meeting re Bylaws and Governance Policies.
   2. Nominating Committee

Jane received a call from Jill Esposto, a retired FACS Director, who is interested in being on the Board. Jill indicated she will submit an application.

1. **New Business**
   1. 2023-24 Budget

**Motion:** To approve the 2023-24 budget.

Kelly and Laura. **Carried**

* 1. Draft 2023-24 Strategic Priorities Work Plan – reviewed the plan. Directors were supportive of the work plan.

1. **Correspondence** - none
2. **In-Camera**

**Motion**: To move in-camera at 6:03 p.m.

Emily and Kelly. **Carried.**

1. **In-Camera Reports**

**Motion:**  To approve the in-camera reports.

Jenna and Greg. **Carried.**

1. **Adjournment** - Susan adjourned the meeting at 6:20 p.m.

Next Meeting: Tuesday, April 25, 2023, at 5:30 p.m.

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Date Chair’s Signature