**MINUTES LCCJP Board of Directors’ Meeting**

Tuesday, May 23, 2017 at 5:30 p.m. – 7:30 pm.

# 8 Herriott St., Room 10D, Perth, ON

**Present: Board Members:** Scott Ferguson *(Vice Chair)*, Linda Rush, Margo Bell *(Secretary),* Christine Peringer, *(Past Chair)* (*minutes),* Sarah Bingham (*Executive Director)***Guests:**Jordan Munro, Shannon Forsyth, Cheryl O’Connor

**Regrets:** Murray Long (*Chair),* Betty Jo Dean *(Treasurer),* Brian Peters.

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| 1. **Welcome and Preliminaries** |  |
| * 1. Check-in and Welcome | Scott welcomed us and everyone checked in. |
| * 1. Christine to do minutes |  |
| * 1. Review and Adoption of Agenda | Because we didn’t have quorum we decided to proceed with a discussion-based working through the agenda – making no decisions – but assisting things move more quickly at the next meeting. |
| * 1. Declaration of Conflict of Interest |  |
| * 1. ApproveMinutes of Board Meeting of April 25th, 2017 | Note:  8) Note change in AGM to June 26.6a) Change to “revise” ToR  **Action**: Add ToR to June agenda |
| * 1. Business arising from past minutes |  |
| Is the ED Performance Eval an HR responsibility or full board? | Margo, Sarah and Linda are working on this at the HR committee. This will come forward in June HR report. |
| Be Strong Day Video <https://www.youtube.com/watch?v=GT0uYUN5Bbg> | Several board members have seen this and expressed praise. Sarah explained how footage is being used by United Way in different ways giving us lots of promotion. |
| Set date for Board/Staff Day | Deferred to June |
| 1. **Restorative Moment** (Sarah) | Sarah asked Jordan to pull some comments from the participant forum evaluation. Sarah shared a few of these positive ’s going to start using these in her ED report and on our website.  **Action**: Being able to do an “elevator pitch” for LCCJ |
| 1. **Executive Director’s Report** | Sarah presented her report and shared especially the responses of the police to the training she has been delivering early in the morning at OPP shift changes.  Sarah responded to questions about the hiring process.  The Lanark County Planning Council: Social Issues Committee has agreed to our proposal to explore sending a letter to the government in concern about the unsupported Native youth being relocated to Lanark County.  **Recommendation**: that the board accept the may ED report |
| 1. **Program Coordinator’s Report** | Deferred to June |
| 1. **Community Animator’s Report** | Re meeting Trillium engagement numbers: 3,000 is our target number of students engaged for June 30, 2017. Now we are just under 2,000. We have initiated a fridge magnet “Top Ten Tips to Live Restoratively Challenge” and the prize is a school pizza party. This will allow us to reach about 7,000 young people engaged by the end of June, far exceeding our engagement target. **Recommendation**: that the board accept Andrew’s report |
| 1. **Committee Updates:** |  |
| * + - * 1. Governance Committee |  |
| Nominations Committee: Update and draft report | Christine presented her report for the AGM. |
| Draft By-Law amendment change number of Board Members to 7-9 | **Action:**  Sarah will update the draft with last meeting’s version and create a cover note. |
| * + - * 1. Human Resources Committee **Minutes** from May 4th Meeting | Deferred. Scott may join the committee. |
| **Social Media Policies** x2 | Board members passed on some comments on the drafts  Action: HR will bring back revisions in June. |
| **Compensation Review Policy** | Deferred. |
| 1. **Finance** |  |
| * + - * 1. Update re: Audit | Sarah reported that the audit materials are ready to drop at the auditors. From our calculations, we have ended with a surplus of ~$800. |
| * + - * 1. **MAG Q4 Schedule C (motion)** | This was submitted on time. $248 deficit.  **Action**: Defer for board motion in June. |
| 1. **New Business** |  |
| 1. **Closing** |  |
| * 1. Board Meeting –Next board meeting will be June 20th 5:30-7:30pm Rm 10D | Sarah reported that going forward the staff will have all reports posted by the Thursday before the Board meeting. |
| * 1. Closing Round - Meeting Evaluation | People glad to have attended … nice to not feel rushed… freezing rain in the winter put pressure on our agendas … nice that is overwork.  Board members are welcome to join on June 9 for a good-bye lunch for Jordan. |
| * 1. Adjournment (motion) | Deferred. |