****

**Minutes – LCCJ Board Meeting – June 23, 2021**

**, 2020**

**Present:**  Ross Dickson, Dave Burkett, Stephen Graham, Mark MacDonald, Sheri Halladay and

Margo Bell

| **Agenda** | **Description** | **Action Items** |
| --- | --- | --- |
| 1. **Welcome and Preliminaries**     1. Welcome and Check-in    2. Review and Adoption of Agenda    3. Declaration of Conflict of Interest    4. Approval of Board Minutes June 1, 2021   Review of Action Items   * 1. Restorative Moment | Ross called the meeting to order at 5:02 p.m.  Everyone reported that they were well – lots going on, but all fine  Approval by consensus  None    Approval by consensus  Actions items completed  none | Margo to do next meeting |
| 1. **Executive Director’s Report**   Sheri attended meeting in Joellen’s absence  **Exec. Director’s Report cont’d.** | Written report submitted from Joellen – highlights:   * Golf Tournament – Sept. 10, 2021 * Joellen and Aisha attended 100 Women Who Care Lanark County – LCCJ was not chosen applicant for funds * Rayna organizing Google Drive training with Anthony * Staff received Zoom training – will be offered to facilitators and board members * CDSBEO, St. John’s High School & Community Agencies – Joellen part of the committee * Video produced featuring a number of social service agencies – Joellen participated for LCCJ - video is available on our website * Board discussion took place regarding recommendations for the purchase of Grant Advance for the Corporate/Foundations Database as well as Canada Helps for Donor Management Database. Work on website continues * Work continues on the website | Board to contact Sheri for request letter for silent auction items and hole sponsorships & let her know if approaching anyone/business so no duplication  Inform Joellen she has full board support – anything we can do i.e. facilitators and forums  Dave requested to clarify a couple of small issues and if he is fine with response the Board supports  Board requested go make any recommendations for changes to Joellen by July 30th – last opportunity |
| 1. **Finance** – Dave    1. Finance Comm. Report    2. Balance Sheet    3. Profit and Loss Statement | Written report submitted – all in good order  Dave ran through finance sheets – no questions |  |
| 1. **Office Space** – Progress Report | Written report with details. Based upon last meeting decision Joellen is currently pursuing shared space with YAK at 1881 Rogers Road |  |
| 1. **Governance Committee** - Vision, Mission, Values Report - Steve | Subcommittee of Governance met to discuss changes to our Vision, Mission and Values. Recommendation to the Board was no changes to Mission or Vision, but changes to Values as laid out in the report.  Board accepted the recommended changes – Approval by consensus |  |
| 1. **Nominations Committee Report -** Margo | Written report submitted highlights:   * Good response * Received 1 application but spoken to 4 other potential candidates * Good skill sets * Still a week to go to receive resumes and covering letters |  |
| 1. **New Business** | None |  |
| 1. **Next Meeting** | August 25, 2021 via Zoom |  |
| 1. **Closing Round and Adjournment** | Meeting went well – “Universe is unfolding as it should”  Appreciation for efficiency expressed  Meeting adjourned at 6:30 p.m. |  |

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Ross Dickson, Interim Chair Margo Bell, Secretary