**Minutes – LCCJ Board Meeting – June 26, 2018**

**Present:** Murray Long, Scott Ferguson, Jennifer Greaves, Brian Peters, Linda Rush, Sarah Bingham, Alfred Von Mirbach (Board Candidate), Derek Lascelles (Board Candidate), Tracy Kwissa (VIVA) and Margo Bell

**Absent:**  Shannon Forsythe

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| **Agenda** | **Description** | **Action Items** |
| **1) Welcome and Preliminaries**   1. Check-in and Welcome 2. Minute taker 3. Review and Adoption of Agenda **(motion)** 4. Declaration of Conflict of Interest 5. Approve Minutes of May 22, 2018 Board Meeting (motion) 6. Business arising from past minutes | Murray welcomed – everyone busy  Margo Bell  **Motion:** To adopt the agenda as presented  Moved: Linda Seconded: Brian  **Motion Carried**  None Declared  Motion: Accept Minutes of May 22, 2018  Moved: Jennifer Seconded: Linda  **Motion Carried**  Sarah learned of approval of a back to back grow grant with Trillium, therefore it may be possible to receive a grant – we will know in September  Sarah confident that we will be a good fit with the Law Foundation  Finance – letter sent to Dennis Prince regarding T4 for Matthew  WSIB – not going to be totally back dated – just from April moving forward | Sarah to attach notes from Restorative Moment |
| 1. **Restorative Moment** | Shannon not present. Sarah gave an overview from a recent forum – Sheri said it was the most difficult she had led to date, but worked really well – a huge shift in participants perspective and worked really well – a wonderful example of Restorative Justice – positive outcome |  |
| **3) Executive Director’s Report** | Written report submitted – highlights:  Sharing of data – health unit, both boards of education, Vital Signs (PDCF) – all very positive |  |
| 1. **Court Diversion Program Coordinator’s** **Report** | Written report submitted |  |
| 1. **BE STRONG Community Animator’s** **Report** | Written report submitted – noted that SF art class is using circles as a learning tool |  |
| 1. **Building Restorative communities Coordinator’s Report** | Written report submitted  Noted that using circles at SF High School art classes for learning tool is very exciting | Sarah to email Elle’s schedule for Board members to attend workshop |
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| **7) BSW Student Placement Report** | Written report submitted |  |
| 1. **Committee Updates:**   (a) Governance (Scott)  (i) Nominations  (b) Human Resources (Linda)    (c) BE STRONG Team (Sarah)  (d) CARD Team (Sarah | Meeting next month  Work continues on ‘Roles of Board Members’  Two (2) new Board members for election  Board increased to 9 so 1 spot remaining if someone wants to put a name forward, but spot does not need to be filled  Draft Employee Records Policy distributed to Board for information purposes – to be approved at September meeting  Employee Handbook to be completed for September meeting as well  Work continues on Critical Incident Report  Have not met since last Board meeting  Busy with schools – will be doing some summer camps  No update |  |
| 1. **Finance**   (a) Report (Jennifer) | No meeting this month  Waiting for audited statements – will be available in July and committee will meet at that time |  |
| 1. **New Business**   (a) Executive Director Annual  Performance Evaluation  (b) Court Diversion eval results and  new surveys  (c) Board/Staff working day | Presented by Murray – very positive review  Concern noted that not all Board members had completed survey  Excellent results – Sarah sent info as spreadsheet    Tuesday, August 21st – Christine Peringer to facilitate 9:00 a.m. – 4:00 p.m. FCSLLG - 10D | Murray to work on survey and process for next year  Sarah to put in different format and email to Board  Any input re new survey to be given to Sarah by Friday  Sarah to send draft agenda |
| 1. **Closing**    1. Board Meeting    2. Closing Round   c) Adjournment | Next Board Meeting will be September 10, 2018  Board thanked Murray for his leadership over the past 2 years – has been a great chair  All felt meeting had gone well – everyone organized  Meeting adjourned at 7:05 p.m. | Immediately following the AGM  Murray to remain on Board as Past Chair |