**Minutes – LCCJ Board Meeting –March 27, 2018**

**Present:** Murray Long, Scott Ferguson, Brian Peters, Linda Rush, Sarah Bingham and Margo Bell

**Regrets:** Jennifer Greaves 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 Feb. 6, 2018 Board Meeting **(motion)**
6. Business arising from past minutes

(a) Cyber Insurance | Done by MurrayMargo BellMotion: To adopt the agenda with addition of 9) (b) Federal Liberal Convention – Restorative Justice Moved: Linda Seconded: Scott **Motion Carried**None DeclaredMotion: Accept Minutes of Feb. 27 Meeting with changes – Action Item 3rd point in ED report highlightsMoved: Scott Seconded: Brian **Approved as amended**Discussion deferred to April meeting. Suggest documents go to Governance Committee for recommendation to the Board | Note: Minutes from Finance Committee not available as shown on Agenda – budget material distributed at meeting |
| 1. **Restorative Moment**
 | None – Shannon scheduled – not at meeting |  |
| 1. **Executive Director’s** **Report**
 | Written report submitted – highlights* Rina Poulos hired as VIVA Lanark County Project Coordinator
* Pleased that there will be full time admin support April to end of August – Francis
* Excited about co-hosting the youth conference May 16 & 17 – we will supply 6-8 volunteers to assist – 1 per table. Sarah is facilitating the first exercise
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| 1. **Program Coordinator’s** **Report**
 | Written report submitted |  |
| 1. **Community Animator’s** **Report**
 | Written report submitted |  |
| **Agenda** | **Description** | **Action Items** |
| 1. **Community Coordinator’s Report**
 | Written report submitted |  |
| 1. **Committee Updates:**

(a) Governance (Scott)(b) Human Resources (Linda)(c) BE STRONG Team (Sarah)(d) CARD Team (Sarah | No report* Currently have drafts for 3 policies – Hours of work, Paid Holidays and Vacation – some tweaking to be done and will come to the Board for approval for April meeting
* Next policy to be drafted – File Management
* Also working on Sick Leave and Personal Leave

Covered in Andrew’s reportNo report - have not met  | Regrouping – will meet with Rina in approx. 3 weeks |
| 1. **Finance**

 (a) Report (Jennifer) and Minutes from Committee meeting,  March 26th  (b) Policy Review (c) Review of 2017-18 budget  and 2018-19 Proposed  Budget   | No report – Jennifer not at Board meetingMinutes – not availableDeferredPapers distributed and Sarah ran through the figuresMotion: To adopt the Budget for 2018-19 as presentedMoved: Brian Seconded: Linda**Motion Carried** | Will be included in next Board package |
| 1. **New Business**

 (a) Preview new website (b) Federal Liberal Convention in Halifax – Restorative Justice Item on agenda | Sarah ran through the new website* response was very positive from all
* looks clean and crisp – resource rich
* finding information and moving from page to page very intuitive
* job very well done…

If Restorative Justice item makes the agenda Scott will have 5 minutes to speak at the conference in Halifax. Points raised* push beyond youth
* a policy Federally might help with disparity between provinces
* currently only provincial funding – recalculate to include federal funding
 | Sarah will notify the Board members when the new website goes liveBoard members are asked to send Scott any speaking points that would be of assistance… |
| **Agenda** | **Description** | **Action Items** |
| 1. **Closing**
	1. Board Meeting
	2. Closing Round – Meeting

Evaluation c) Adjournment | Next Board Meeting will be April 24, 2018 in10D at FCSLLGEveryone felt the meeting had gone wellAccolades for the new websiteVery pleased with the clarity of the Budget proposed and approvedMeeting adjourned at 7:20 p.m. |  |
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