

Centre Wakefield La Pêche (CWLP)

Minutes – Special Board Meeting of 07 Mar 23

Present : Peter Gillies, Carly Woods, Lindsay Farley, Chris Harris, Vicki Carlan, Pamela Ross, David Park

Meeting started : 7:10 PM

Vicki gave the Land acknowledgement

Peter took the Chair.

1. Request for new office equipment:

Discussion:

- David Proposed purchasing one new laptop and a 4TB external hard drive
- Suggestion talked down

Action: Douglas to provide a list of requirements for Vicki for procurement. Timeframe: this week

Action: Pam to loan a computer for the short term. Timeframe: next few days

Action: Repair to be arranged for one of two existing laptops. Timeframe: Near future

2. Presentation of Vicki's 28Feb23 six-month staffing plan

Link:

[Spring 2023 Staffing at CWLP – Proposal from Vicki.docx \(dropbox.com\)](#)

Summary from Peter:

- Jess Harris started this week managing Events Admin – front end with client booking and backend with billings and Amber. 10 Hours per week. Welcome Jess!
- Laura will focus on client support – making the event happen and ensuring happy customers. X Hours per week???
- Lindsay? Make an offer without a competition?
- Vicki proposal To supervise
- Amber is on board until the end of March at least. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Motion: Proposed & Seconded by ? That Lindsay Farley be hired without a competitive process in a temporary position titled Program and Volunteer Manager for six months from acceptance. Carried

4. Judy Webb Board appointment

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Discussion:

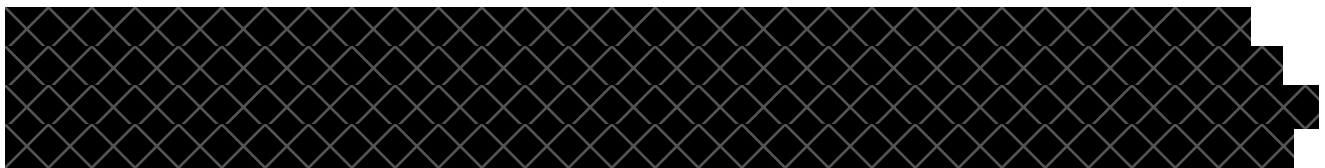
- Peter reported that Judie Webb has accepted the offer agreed upon at the 02 March Board meeting.
- Pam reminded us we need a minimum of seven Board members

Motion: Proposed and seconded by? to appoint Judie Webb a temporary Board member as liaison to the MING. Carried

Action: Lindsay will now step down from the Board

Action: Peter will inform Judy

5. Discussion of Laura's future position



General agreement that all HR contracts are for six months.

Discussion: Moving forward with Amber Duncan

Adjournment: 8:35