

MINUTES

Centre Wakefield La Pêche
ORDRE DU JOUR / AGENDA Conseil d'administration
Thursday January 07, 2021 @ 19:00 ZOOM

Present	Absent	Quorum
Irene Richardson Andrew Ryan Carolyn Nolan Estella Arlott David Park Kathleen Lauder Chris Harris Pam Ross	Ivan Hale	YES

Guests (volunteers) joined from 7:30 to 8:00 for discussion on community consultation

Karen Bays
Linda Vanderlee
Peter Gillies

1. Approval of agenda

MOTION: Moved by Pam and seconded by Carolyn approval of the agenda

2. Conflict of interest

No board members have a conflict of interest with any items on the agenda

3. Consent agenda

Minutes of previous meeting

MOTION: David moved and Andrew seconded approval of the minutes and the report on the journalist project

The motion was carried unanimously.

4. CWLP Vision, Mission, Values,

Irene presented the draft at the last meeting and it was decided to defer approval until this meeting.

Motion: Kathleen moved and David seconded approval of the vision, mission and values as presented by Irene at the last meeting

The motion was carried unanimously

5. Strategic plan summary of community consultations

Linda and Peter presented their reports on community consultations. The first round was with founding members and the second round with key stakeholders who are considered as influencers in the community. They asked open questions to draw out perception of strengths and issues. They organized comments under the following headings: communications, governance/operations, partnership/relationship building, sustainability/finance, community engagement/ownership, programming. There was strong support for the importance of the centre. There are issues around trust between the staff and the board. The board needs to work hard to communicate with people. Peter suggested that we find ways to engage key stakeholders such as Bruce Stockfish on a regular basis. These people talk to others and have a lot of influence. Many of the people interviewed asked how they can help.

MOTION: David moved and Irene seconded that we accept Peter and Linda's report and thank them for their work.

The motion was carried unanimously.

6. Date for Strategic Planning Meeting.

MOTION: David Park moved and Kathleen seconded that we would have a meeting on Thursday January 21 from 7 – 9 PM to discuss critical issues and strategic priorities for the strategic plan

The motion was carried unanimously

7. Committee reports (all reports were submitted in advance of the meeting and are available on GSuite)

- a. HR (IN CAMERA): Pam summarized the HR Ctte report.
- b. Operations: Estella summarized the operations report. Work is ongoing to streamline roles and responsibilities and reduce costs.
- c. Finance: Carolyn summarized the Finance Ctte report. We are in a good cash position. We have a \$110 k in loans of which \$40-\$50 k is forgivable. We have hired a new book-keeper.

MOTION: Carolyn moved and Chris seconded that Irene Richardson CWLP President and Ivan Hale, CWLP Vice President are authorized to approve and sign

the MRC Contrat de Pret Fonds Local D'investissement (FLI) Programme d'Aide D'urgence aux Petites et Moyennes Entreprises (PAU-PME) Loan

d. Future of the Centre:

Andrew summarized the work of the future of the centre. Carly and Karen have been meeting with similar centres to learn from them. Their reports will be provided soon. The MRC sent a schedule for meetings. The MRC are proposing one or two meetings each week to explore how they can help us with sustainability. Irene will attend all the meetings or ensure that they are all attended and that all the information requested is available. Irene will send out the schedule and board members can let Irene know if they want to attend any of the meetings. All discussions with the MRC are confidential.

There was a robust discussion about the audit. Andrew suggested doing a structural audit while Irene and David suggested we need a full audit.

The importance of confidentiality regarding the discussions with MRC was stressed.

ACTION: Andrew will get quotes on both a structural and a full audit of the building. The full audit will include mechanical and electrical. He will bring the quotes to the board at the next meeting and a decision can be made at that time.

ACTION: Pam will replace Andrew as the chair of the 'Future of the Centre' committee while Andrew is on paternity leave.

ACTION: Estella will send all board members the confidentiality agreement to be signed and returned for filing.

MOTION: Kathleen moved and Estella seconded that we accept all the committee reports.

The motion was approved unanimously.

8. Closing check in with all participants

There were good feelings about the progress we are making.

9. Date of next board meeting – Thursday, February 4, 2021

10. Adjournment

The meeting was adjourned at 9:15