

Board of Directors Meeting, June 20th 2016

Minutes

Attendance:

Joe McKenna, President	Mark LaCosta, Western Region Rep
Suzanne Kenny, Vice President	Derrick Hanrahan, At Large
Matthew Dove, Treasurer	Darren Tulk, At Large
Victor Shea, Secretary, South Central Rep	Susan Goold, At Large
Chad Perrin, At Large	Angela Decker, At Large
Kim Maher, At Large	Scott Crocker, Executive Director/Recorder
Tom Jackman, Self Advocate	

The meeting was called to order at 7:05 pm.

1. Adoption of Agenda

Moved by Victor Shea, seconded by Suzanne Kenny; carried, that the meeting agenda be adopted as amended: add Item 4. (d) Capital Purchase Request (**Motion 0620-0001**)

2. Adoption of Minutes: March 15, 2016;

Moved by Angela Decker, seconded by Derrick Hanrahan; carried, that the minutes of the meetings of the board of directors for March 15th 2016, be adopted as presented. (**Motion 0620-0002**)

3. Action Items Tracker: Progress Report

The Executive Director delivered an update on the status of action items from last meeting.

4. Business Arising

- a. Capital Purchase Request – Scott Crocker, ED
The Elaine Dobbin Centre and Activity Centre are both in need of a dedicated FibreOp connection. In addition, in order to increase telephone capacity and permit extension lines up to 32, a new Avaya Telephone system is needed. No capital re-direction of approved capital expenses is needed. The work will be financed with a 5-year contract with Bell – the monthly payment will be lower than it is at present.
- b. Developing the Governance Model – Marvin Chaulk, Open Communications
A presentation was given on the Organizational Ends and SWOT developed at the Board Retreat on June 3-4, and refined by the Governance Committee, and on the Strategic State document.

Moved by Victor Shea, seconded by Kim Maher; carried, that the 'Draft Ends' be adopted as presented, with Governance Committee recommendation as to *prioritization* of the 4 ends to be presented at next meeting of the BOD. (**Motion 0620-0003**)

Moved by Kim Maher, seconded by Victor Shea; carried, that an Ad Hoc Strategic Planning Committee be formed (members Kim Maher, Chad Perrin, Suzanne Kenny, Joe McKenna, and Scott Crocker), with the purpose of finalizing a Terms of Reference, SWOT and developing a Draft Strategic Planning Process Guide for presentation and feedback from the Board of Directors at the August meeting. (**Motion 0620-0004**)

- c. Governance Committee Report
The committee met on Tuesday, June 14th and finalized the Ends and drafted a recommendation for board adoption of same as a "draft". Other discussion focused on reviewing the governance policies of TESL Ontario, its general framework, with a focus on Board Delegation, Executive Director Limitations and the Governance Process. Committee recommendations are coming at next meeting.

5. Standing Reports

- a. President
The report included an update on the recent Board Retreat of June 3-4, 2016. The President believes the process in which ASNL's BOD's has engaged will bring continued and increased stability to the organization, in addition to other significant long-term benefits.
- b. Executive Director
The report included updates on: Human Resources, Board Governance, Research, Advocacy, Programs, Outreach, Resource Utilization, and Financials.
- c. Self-Advocate – Advisory Council on Adults with ASD
The Self-Advocate reported he just presented to a conference hosted by Foster Parents Association of NL, and he was also a participant in Round Table Discussions hosted by CASDA – re the Canadian Autism Partnership.
- d. Autism Canada - National Update
There were no updates to report as no meeting of the Provincial & Territorial Council occurred since the last board meeting.

6. Standing Committee Reports

- a. Advocacy
No committee meeting occurred; there was discussion on the Advocacy Plan Update for Fiscal 2017 as provided by the ED. The contingent allocation of surplus funds from Fiscal 2016, a non-recurring expense item, was confirmed as being on hold until the Year-End Financials are reconciled and there is an accurate description of the actual surplus. The Feasibility Study into Facility Expansion on the Avalon Peninsula will not be completed until September 30th, so any advocacy campaign to gain financial support from government is on hold also.
- b. Programs and Services
No committee meeting occurred. The report confirmed the conference scheduled for Monday, November 7th, 2016, and highlighted the tremendous growth in outreach activity throughout the province, and the success of ASNL's province-wide First Responders Training. Employment Works Canada (Worktopia) and RWA's STEP Program have been hugely successful, as judged by the program evaluators from the Sinneave Family Foundation and CASDA.
- c. Finance & Risk Management (FARM)
No committee meeting occurred. Q4 financials and Year-end financials were provided, as received from the auditors, but there is ongoing discussion before final reconciliations are done. The actual year-end surplus is believed to be perhaps 60-70% of the initially projected \$100,000.

7. New Business

- a. Quarterly Board Report to Membership: 4th Quarter
It was agreed unanimously that public release of the Quarterly Board Report to Membership, 4th Quarter will be postponed until accurate Q4 financials are determined for the August meeting.
- b. Overview of Relationship between Local Regional Boards and Provincial BOD (Chapter Agreement)
Postponed until the September meeting with unanimous agreement; the ED will review the present policy document, update to reflect current practice, send it with suggested edits to the BOD for e-mail feedback prior to the September meeting.

8. Adjournment

Moved by Matthew Dove, seconded by Victor Shea; carried, that the board of directors meeting for June 20, 2016 be adjourned. (**Motion 0620-0005**) 9:45PM

All board meeting minutes must be ratified. Only minutes that are reviewed at the next board meeting and are signed by two (2) members of the board will be considered to be ratified.

Board Member #1

Board Member #2

Date

Date