

Board of Directors Meeting, March 15th 2016

Minutes

Attendance:

Joe McKenna, President
Suzanne Kenny, Vice President
Matthew Dove, Treasurer
Victor Shea, Secretary, South Central Rep
Chad Perrin, At Large
Kim Maher, At Large
Tom Jackman, Self Advocate
Roger Kennedy, At Large

Mark LaCosta, Western Region Rep
Derrick Hanrahan, At Large
Darren Tulk, At Large
Scott Crocker, Executive Director
Adam Chafe, Recorder
Regrets:
Susan Goold, At Large
Angela Decker, At Large
Connie Robertson, Eastern Rep

1. Adoption of Agenda

Moved by Derrick Hanrahan, seconded by Mark LaCosta; carried, that the meeting agenda be adopted as presented. **(Motion 0315-0001)** 7:03 PM

2. Adoption of Minutes: Dec 15, 2015; Jan 19, 2016; Feb 2, 2016

Please note the spelling for Darren Tulk (was spelled Darrin in some cases).

Moved by Victor Shea, seconded by Matthew Dove; carried, that the minutes of the meetings of the board of directors for December 15th 2015, January 19th 2016, and February 2nd 2016 be adopted with the noted changes. **(Motion 0315-0002)** 7:05PM

3. Action Items Tracker: Progress Report

Mr. Scott Crocker delivered an update on the status of action items.

4. Business Arising

- a. Annual Plan, Fiscal 2017 – Management's Proposal

Mr. Scott Crocker presented the annual plan for approval, noting that the management would be asking for approval of the listed capital projects in the event they are needed this year. Any changes to quotes and/or projects will be brought to the board for review prior to any work beginning.

Moved by Matthew Dove, seconded by Suzanne Kenny; none opposed, that the Annual Plan Fiscal 2017 be approved as presented, and that capital projects be approved as presented. **(Motion 0315-0003)** 8:51PM

5. Standing Reports

- a. President

Mr. Joe McKenna presented this report. The report included an update on the Needs Assessment Response and Expansion of Facilities at Shamrock Farm.

- b. Executive Director
The report included updates and discussion on: Human Resources, Board Governance, Research, Advocacy, Programs, Outreach, Resource Utilization, and Financials.
- c. Self-Advocate – Advisory Council on Adults with ASD
Mr. Tom Jackman presented this report. He will be attending the Current Trends in ASD Conference in Montreal this weekend, and will report back with materials and updates upon his return.
- d. Autism Canada - National Update
Mr. Scott Crocker presented this report. He noted that he and Tess Hemeon will be attending the CASDA Leadership summit on April 18th and 19th. Ms. Suzanne Kenny may also be attending. There is a planned teleconference meeting of the Provincial and Territorial council upcoming.

6. Standing Committee Reports

- a. Advocacy
Ms. Suzanne Kenny delivered this report on behalf of the Advocacy committee. The committee met on February 19th 2016 to review the public release plan for the Needs Assessment Report, and also to review Management’s proposed Advocacy component for the Annual Plan.
- b. Programs and Services
Mr. Joe McKenna delivered this report on behalf of the Programs and Services committee. The committee met twice, on February 2, 2016 and March 4, 2016, with two primary tasks: review the programs and services component of the Annual Plan and review programs performance in Q3 (to end of December 2015)
- c. Finance & Risk Management (FARM)
Mr. Matthew Dove delivered this report on behalf of the FARM committee. During the period since the December 15, 2016 meeting, the focus of the FARM Committee has been reviewing the 2016/17 Budget and reviewing the Q3 financials for presentation.
- d. Governance
Mr. Victor Shea delivered this report on behalf of the Governance committee. The committee met on February 10th to discuss appointment of a chair (Mr. Shea), and general board governance issues.

7. New Business

- a. Quarterly Board Report to Membership: 3rd Quarter

Errors: It was noted that the document read 2017, not 2016, in the title header.

Moved by Victor Shea, seconded by Kim Maher; carried, that the Quarterly Board Report to Membership 3rd Quarter be approved and circulated to the membership. **(Motion 0315-0004)** 9:34PM

- b. Proposed Retreat for BOD/Management: ASNL’s Future Direction/Strategy

A planning discussion including the time, date, and location of the retreat was held. It was decided that board members would confirm their availability by email, and that the Executive Director would plan the logistics of the Retreat accordingly.

8. Adjournment

Moved by Victor Shea, seconded by Matt Dove; carried, that the board of directors meeting for March 15 2016 be adjourned. (**Motion 0315-0005**) 9:47PM

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