



## Board of Director's Meeting – December 15<sup>th</sup> 2015

### Minutes

#### Attendance:

Joe McKenna, President	Mark LaCosta, Western Region Rep
Suzanne Kenny, Vice President	Derrick Hanrahan, At Large (Joined 7:20PM)
Matthew Dove, Treasurer	Susan Gooled, At Large (Joined 7:33PM)
Victor Shea, Secretary, South Central Rep	Angela Decker, At Large (Joined 7:39PM)
Chad Perrin, At Large	Darrin Tulk, At Large (Joined 8:06PM)
Kim Maher, At Large	Scott Crocker, Executive Director
Tom Jackman, Self Advocate	Adam Chafe, Recorder
Roger Kennedy, At Large	

#### 1. Adoption of Agenda

Moved by Chad Perrin, seconded by Suzanne Kenny; carried, that the meeting agenda be adopted as presented. **(Motion 1215-0001)** 7:06 PM

#### 2. Adoption of Minutes: Sept 15<sup>th</sup>, 2015 and November 7<sup>th</sup>, 2015

##### a) September 15<sup>th</sup> 2015

Moved by Joe McKenna, seconded by Suzanne Kenny; carried, that the minutes of the meeting of the board of directors for September 15<sup>th</sup> 2015 be adopted as presented. **(Motion 1215-0002)** 7:07PM

##### b) November 7<sup>th</sup> 2015

It was noted that the committees will elect their own chair person.

Moved by Suzanne Kenny, seconded by Chad Perrin; carried, that the minutes of the meeting of the board of directors for November 7<sup>th</sup> 2015 be adopted with the noted change. **(Motion 1215-0003)** 7:08PM

#### 3. Action Items Tracker

The Executive Director delivered an update on the status of Action Items referenced in the Tracker (see handout).

#### 4. Business Arising

**a) Feasibility Study re Onsite Expansion at Shamrock Farm**

The Executive Director provided an update on the feasibility study underway with ACOA and BTCRD. Tract Consulting is developing the plan to identify possible areas for expansion at the Elaine Dobbin Centre for Autism. The report is ongoing and due for March 31<sup>st</sup> 2016.

**b) Annual Plan Delivery - Midyear Performance Report**

The Executive Director provided an update on the areas of Research, Advocacy, Programs, Outreach, and Budget.

**Action Item 1:** *Executive Director will discuss a Crowd Funding Plan with Manager, Revenue Development and Social Enterprise.*

c) Other – There was no other business arising.

#### 5. Standing Reports

**a) President**

Mr. Joe McKenna presented this report. He noted it is a new report that will be delivered by the President at each board meeting regarding the activities of the President during the previous quarter.

**b) Executive Director**

The report included an update and discussion on: Human Resources, Board Governance, Research, Advocacy, Programs, Outreach, Resource Utilization, and Financials.

**c) Self-Advocate**

Mr. Tom Jackman presented this report. Gave an update on his attendance of the *3rd National Conference on Asperger Syndrome and Autism Spectrum Disorder* in Winnipeg. Will be attending the *8<sup>th</sup> Annual Children's Autism Services Conference* in January 2016 as a panel member.

**d) Autism Canada - National Update (Scott)**

The Executive Director delivered an update. Mr. Crocker and Ms. Tess Hemeon, ASNL Manager, Advocacy and Communications attended a meeting of the Provincial and Territorial Council of Autism Canada on November 27<sup>th</sup> and 28<sup>th</sup> in Toronto.

## 6. Standing Committee Reports

### a) Advocacy

Suzanne Kenny delivered this report on behalf of the Advocacy Committee. A meeting planned for December 4<sup>th</sup> 2015 was postponed due to weather conditions. The committee plans to meet again in January

### b) Programs and Services

Joe McKenna delivered this report on behalf of the Programs and Services Committee. The report contained updates on the Review of Performance in Quarter 2 and the Needs Assessment Survey.

### c) Finance & Risk Management (FARM)

Matthew Dove delivered this report on behalf of the FARM committee. He noted that the FARM committee was unable to meet due to scheduling issues.

### d) Governance

Victor Shea announced that the Governance Committee plans to have its first meeting in early January, 2016.

## 7. New Business

### a) Report: Needs Assessment Survey – Acceptance or Rejection?

Discussion resulted in a unanimous decision to accept the Needs Assessment Survey and its recommendations. Further discussion will be needed to prioritize recommendations for action, the roll-out plan, and its timing.

**Action Item 2:** *The board of directors will meet on January 19<sup>th</sup> 2016 to discuss a timeline and a method for presenting and releasing the needs assessment.*

**Victor Shea left the meeting at 9:25PM; Derrick Hanrahan left at 9:42PM.**

### b) Strategies for Moving Forward

Discussion was deferred until the next meeting.

### c) Quarterly Board Report to Membership: 2<sup>nd</sup> Quarter

Moved by Victor Shea, seconded by Chad Perrin; carried, that the Quarterly Board Report to Membership, 2<sup>nd</sup> Quarter (July 1<sup>st</sup> to September 30<sup>th</sup> 2015), be accepted for circulation.

**(Motion 1215-0004) 8:50PM**

### d) Other – There was no other new business.

## 8. Adjournment

Moved by Suzanne Kenny, seconded by **Matthew Dove**; carried, that the meeting of the board of directors for December 15<sup>th</sup> 2015 be adjourned. (Motion 1215-0005) 9:55PM.