



ASNL BOARD OF DIRECTORS' MEETING

August 3, 2019: 9:00 am – 3:00 pm

Holiday Inn Express & Suites, St John's Airport

5 Navigator Avenue, St. John's

MINUTES

Present:

Board of Directors: Anthony Jackman (Chair), Carolyn Rideout, Shannon O'Dea, Patrick Martin, Ed Byrne, Mark LaCosta, Karen Flynn, Paolo Mascarin, Trudy Goad;

Management: CEO Scott Crocker, COO Tess Hemeon;

Steering Committee: H&CS Representative Lisa BakerWorthman (for items 1 and 2)

Consultant: Brenda Kelleher-Flight, GDP Consulting (for presentations of items 1 to 4);

Absent with Regrets:

Shawna Matthews, Neala Quigley, Kimberley Anne Maich, Angela Decker

Items:

1. Call to Order
2. Presentation of Report: Services and Structural Review: Autism Society, Newfoundland & Labrador, by GDP Consulting
 - a. Action: Report received by the Chair of the Board
3. Presentation of the new Draft Bylaws by GDP Consulting
 - a. After discussion, all edits were made prior to the vote to adopt the bylaws
 - b. **Motion:** To accept the revised bylaws as presented
Mover - Patrick Martin
Secunder - Ed Byrne
Decision: Carried for immediate implementation
4. Presentation of new Governance Policies by GDP Consultant
 - a. After discussion, all edits were made prior to the vote to adopt the governance policies
 - b. **Motion:** To accept the revised Governance Policies
Mover - Mark LaCosta
Secunder: Patrick Martin
Decision: Carried for immediate implementation



5. Implementation of GDP's Recommendations

- a. **Motion:** To contract GDP Consulting at a maximum cost of \$68,500.00+HST to complete recommendations as outlined in the received report, and that these funds shall be taken from the 'Internal Restricted Fund'

Mover – Carolyn Rideout

Seconder – Trudy Goold

Decision: Carried

6. Establishment of a Communication and Nominations Committee (to call for new Board Members)

- a. Board members who volunteered included
- i. Patrick Martin (chairperson of the committee)
 - ii. Trudy Goold
 - iii. Paolo Mascarin

7. Fee Structure for Programs and Services

Options presented, based on input from the Administration, for "Centre-Based" and "Community-Based" Leisure Exploration offerings included:

1. No change (stay at \$5/hour)
2. Increase to \$10/hour effective September 2019, with a subsequent increase to \$15/hour in January 2020
3. Increase to \$15/hour effective September 2019
4. \$50 Registration/semester (Fall/Winter/Spring/Summer) be implemented for community-based Leisure Exploration, effective Sept 2019

- a. **Motion:** To vote on the options

Mover: Carolyn Rideout

Seconder Karen Flynn

Decision: To accept Option 3 and implement \$50 registration fee with plans to revisit and examine impacts in March 2020

8. Adjournment

- a. Meeting Adjourned 3:30 pm



Future Work for the Board

- A. Make official request to Minister of H&CS that a representative sit on our BOD as of our next AGM
 - B. Development of form for Directors stating they have contacted their insurance company re their volunteer position on BOD and the involved vehicular travel associated with it. Describe structure of Regional Advisory Councils.
 - C. Set up Regional Advisory Councils.
 - D. Modify Articles of Incorporation.
 - E. Get copies of Brenda Kelleher-Flight's book(s) for each board member.
 - F. Develop forms, or use those from Brenda's book, for board member evaluation, CEO evaluation etc.
 - G. Establish Protocol to find CEO replacement
 - H. Create rolling agenda with items such as monitoring financial/operational risks at EACH meeting, annual review of roles of each board member, registration fees (March).
 - I. Next Board Meeting: decide on new ASNL Membership fee(s)
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