

**Special Meeting  
New Board of Directors  
November 3<sup>th</sup>, 2018**

**Attendance:**

Edward Byrne (Eastern Rep)  
Trudy Goold (Self Advocate)  
Tony Jackman  
Mark LaCosta (Western Rep)  
Kimberly Maich  
Patrick Martin  
Shawna Matthews  
Neala Quigley  
Carolyn Rideout

Kristine Strickland

Shannon O’Dea

Kendra Lane (Director of Operations, Chair/Recorder)

**Regrets:**

Colin Hodder

Angela Decker

Karen Flynn (South Central Rep)

Scott Crocker (CEO)

**1. Call to Order**

Kendra Lane chaired the meeting and called it to order at 11:10 AM

**2. Adoption of Agenda**

**Motion Spec Mtg-2018-001:** Trudy Goold moved adoption of agenda with the addition of establishing signing officers after the Executive Committee has been declared (as Agenda Item #5), seconded by Carolyn Rideout; Carried.

**3. New Business**

- Patrick Martin suggested discussing fundraising revenues at next Board Meeting; reasons for decline and how ASNL can improve fundraising outcomes.
- Carolyn Rideout requested an update from the Governance Committee with respect to the Governance Policy RFP, as well as an update to the ASNL response to the Deloitte Report submitted to Government. Tony Jackman (Governance Committee Chair, 2018) provided the following updates:
  - a. A response was received from Minister Haggie’s office on November 3<sup>rd</sup>, 2018 with an invitation to meet with the Board of Directors.
  - b. The Governance Committee received four strong responses; Committee Members pleased with quality of bids. A request was made to the CEO to prepare a ‘bid evaluation and award recommendation’ document for the Governance Committee to review, as well as send a request to the bidders to extend their proposal validity for 60 days because funding had not yet been provided by government. The draft award recommendation will be finalized by the CEO and the CEO will put forth an award recommendation to the Governance Committee for review and approval. The successful bidder will be put to the board for approval after the Governance Committee approves the award recommendation.



- Shawna Matthews made a request for improved transparency between the Executive Committee and the Board of Directors, suggesting the Executive Committee has been privy to knowledge that is relevant to all Board Members. Specifically, she requested she be sent a final copy of the submission to Government (response to the Deloitte Review/Recommendations). Carolyn Rideout agreed to the need for greater transparency. Patrick Martin brought forth the practice of having an in-camera session at the end of each Board Meeting with separate minutes that the President (or designate) is responsible for keeping.
- Members decided further conversations about these topics should be deferred to the next Board Meeting when new Directors have completed confidentiality documents, etc.
- Chair Kendra Lane went through the orientation materials, specifically:
  - a. The Commitment Contract and the Confidentiality Agreement which are to be signed by each **new** Director and returned to the CEO on or before Friday, November 9, 2018.
  - b. Reference was made to a presentation on The Role of an ASNL Director, including the structure of the Board and the standing committees.
  - c. Directors were asked to submit their preferences (first, second, and third choices) for Committee participation to Scott Crocker (CEO) prior to the first Board Meeting in December.

#### 4. Nominations for the Executive

Kendra Lane made a general call for nominations to the Executive.

##### a) President

- Carolyn Rideout nominated Tony Jackman, currently Vice President, for President, Trudy Goold seconded.
- Anthony Jackman was acclaimed President of the Board of Directors for 2018-2019.

##### b) Vice President

- Tony Jackman nominated Carolyn Rideout, currently Member At Large, for Vice President, Shawna Matthews seconded.
- Carolyn Rideout was acclaimed Vice President of the Board of Directors for 2018-2019.

##### c) Treasurer

- Tony Jackman nominated Kristine Strickland, currently Member At Large, for Treasurer, Trudy Goold seconded.
- Kristine Strickland was acclaimed Treasurer of the Board of Directors for 2018-2019

##### d) Secretary

- Mark LaCosta nominated Shawna Matthews, currently Member At Large, for Secretary, Neala Quigley seconded.
- Tony Jackman nominated Edward Byrne, currently Secretary, Carolyn Rideout seconded.
- Shawna Matthews declared Secretary of the Board of Directors for 2018-2019 through secret ballot vote (counted by Chair Kendra Lane).

#### 5. Approval of Signing Officers for 2018-2019

**Motion Spec Mtg-2018-002:** Patrick Martin moved to approve Scott Crocker (CEO), Tony Jackman (President), Carolyn Rideout (Vice President), and Kristine Strickland (Treasurer) as signing officers for 2018-2019, Trudy Goold seconded; Carried.



**6. Adjournment**

**Motion Spec Mtg-2018-003:** Tony Jackman moved to adjourn the meeting at 12:07 PM, Kristine Strickland seconded; Carried.

Chair Kendra Lane adjourned the meeting at 12:07 PM.

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 ratified.

Board Member #1		Board Member #2
Date:		Date:

