

BOARD OF DIRECTORS MEETING AGENDA		
Date: Tuesday September 24, 2019	Time: 6:30 pm	
349 Ontario Street		
Chair: Mary Christie		
Agenda Item	Person Responsible	Time
1. Welcome and Introductions	Marguerite Rea	5
2. Declaration of Conflict	Marguerite Rea	5
3. Finance Report a. Year To Date	Bob Gore/Leighton Taylor	20
4. Executive Director Report	Liz Forestell Samira Viswanathan	60
5. Committee/Other Reports a. Syrian Refugee update	Jennifer Rae	15
6. Other business	Marguerite Rea	15
7. Adjournment and next meeting date: October 29, Neighbourhood Link		



**The Neighbourhood Group
Board of Directors Meeting Minutes
Tuesday September 24th, 2019 6:00 p.m.
CNH 349 Ontario Street**

Present:

Directors: Bob Gore
Marguerite Rea
Samira Viswanathan
Jennifer Rae
Philip Fernandez
Lloyd Ileky
Tim Hughes
Craig Knowles
Sapna Thakker
Maureen Armstrong
(Sapna & Maureen via
conference call)

Elizabeth Forestell (Ex-Officio)

Staff: Leighton Taylor, VP & CFO
Chris Archambault, Executive Assistant

Regrets:

Directors: Mary Christie
Thierry Kagubari

1. Welcome

Chair Marguerite Rea welcomed everyone and called the meeting to order at 6:45 p.m.

2. Approval of Minutes

The Minutes of the meeting held May 28, 2019 were reviewed.

MOTION 09.24 – 01: To approve the Minutes of the TNG Board meeting of May 28, 2019.

Moved: Tim Hughes

Seconded: Bob Gore

CARRIED

There were no conflicts to declare.

3. Financial Overview

Leighton Taylor reviewed the results for the five-month period ending August 2019 noting that TNG has continued on the same trend as last fiscal year. The Income Statement shows a surplus of \$128,000.

The main variance of concern is Daycare, however that is a typical trend over the summer months.

Overall assets and liabilities are very similar to last year.

MOTION 09.24 – 02: To accept the financial report as presented.

Moved: Bob Gore
Seconded: Philip Fernandez **CARRIED**

4. CEO Report

MOTION 09.24 – 03: to go in camera 7:10 p.m.

Moved: Samira Viswanathan
Seconded: Tim Hughes **CARRIED**

MOTION 09.24 – 04: to come out of camera 8:13 p.m.

Moved: Jennifer Rae
Seconded: Tim Hughes **CARRIED**

Liz advised the Board that as Philip Unrau will be retiring soon, we will need to add another signing officer.

MOTION 09.24 – 05: to add Sheri Ellis, VP of People, Talent and Culture, as an official signing officer.

Moved: Jennifer Rae
Seconded: Lloyd Ilekys **CARRIED**

5. Committee/Other Reports

Jennifer Rae spoke of Philip Unrau's strong leadership in helping with all of our Syrian families, and encouraged all Board members to join us at Philip's retirement party.

There will be a celebration at the end of October for the Al-Q family. All Board members will receive an invitation to the celebration.

Our wonderful Settlement Worker Jafar Alawi's contract will be coming to an end at the end of October.

MOTION 09.28 – 06: To adjourn the meeting.

Moved: Craig Knowles

CARRIED

The meeting was adjourned at 8:25 p.m.

DECLARATION

These Minutes are a fair and accurate representation of the discussions held and decisions made by the Board of The Neighbourhood Group at its meeting held September 24, 2019.

Approved by the Board:

October 29, 2019

Verified by:

Jennifer Rae – Board Secretary

Signature:



