

COMMUNITY FUTURES YELLOWHEAD EAST
MINUTES OF THE APRIL 5, 2018
GENERAL BOARD MEETING
COMMUNITY FUTURES YELLOWHEAD EAST OFFICE
WHITECOURT, ALBERTA

PRESENT: Ray Hilts (Designate), Town of Whitecourt
Dennis Nanninga (Designate), County of Barrhead
Daryl Weber (Designate), Village of Alberta Beach
Leslie Penny (Designate), Town of Barrhead
Jim Hailes (Designate), Town of Fox Creek
Pat Burns (Designate), Town of Mayerthorpe
Carol Webster (Designate), Town of Swan Hills

Roxanne Harper, Manager

REGRETS: John Burrows (Designate), Woodlands County
Judy Tracy (Designate), Town of Onoway
Nick Gelych (Designate), Lac Ste. Anne County

I. CALL TO ORDER

Chairman Dennis Nanninga called the meeting to order at 9:30 a.m.

II. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

III. ADOPTION OF THE AGENDA

MOTION #15/18

Moved by Ray Hilts

That the Agenda be adopted as presented.

MOTION CARRIED

IV. ADOPTION OF THE MINUTES

1. Minutes of the January 25, 2018 General Board Meeting

A copy of the January 25, 2018 General Board Meeting Minutes was provided for the Board Members' review.

MOTION #16/18

Moved by Ray Hilts

That the Minutes of the January 25, 2018 General Board Meeting be accepted as presented.

MOTION CARRIED

V. **BUSINESS ARISING FROM THE MINUTES**

1. Attendance Record Review

A copy of the Board Member Attendance Record was provided for the Members' review.

MOTION #17/18

Moved by Jim Hailes

To accept the Board Member Attendance Record as presented.

MOTION CARRIED

VI. **NEW BUSINESS**

1. Investment Review Committee Report

The Investment Review Committee Report was presented and reviewed.

MOTION #18/18

Moved by Leslie Penny

To accept for information.

MOTION CARRIED

2. Financial Statement Review – February 28, 2018

The Community Futures Yellowhead East (CFYE) financial statements dated February 28, 2018 were presented and reviewed.

MOTION #19/18

Moved by Leslie Penny

To accept the CFYE Financial Statements as presented.

MOTION CARRIED

3. New Contribution Agreement with Western Economic Diversification

A copy of the new three (3) year Contribution Agreement with Western Economic Diversification was provided for the Board Members' review.

MOTION #20/18

Moved by Leslie Penny

Moved to accept for information.

MOTION CARRIED

4. New Provincial Marketing Campaign

Information was provided to the Board on the new provincial marketing campaign that was recently launched.

MOTION #21/18

Moved by Leslie Penny

Moved to accept for information.

MOTION CARRIED

5. Loan Policy re Commercial Cannabis Ventures

The Board Members discussed establishing a lending policy with respect to commercial cannabis business ventures.

MOTION #22/18

Moved by Dennis Nanninga

To accept for information.

MOTION CARRIED

6. General Manager Position Update

The Board was advised that Michelle Jones has been hired as the new General Manager. She will commence employment May 16, 2018.

MOTION #23/18

Moved by Daryl Weber

That a Performance Review for Michelle Jones be scheduled during July 2018, prior to the General Board meeting scheduled for July 26, 2018.

MOTION CARRIED

7. Economic Developers Alberta Training

Information on the EDA Elected Officials Course was reviewed. Who should be invited to attend and potential locations were discussed. The maximum number of attendees per workshop is 20.

MOTION #24/18

Moved by Carol Webster

That 3 – 4 workshops be scheduled, grouping together neighbouring municipalities and that invitations be sent first to Elected Officials, second to Economic Development Officers and Economic Development Board members and third to Chambers of Commerce.

MOTION CARRIED

MOTION #25/18

Moved by Leslie Penny

That the Regular Board of Directors meeting go in camera at 11:30 a.m.

MOTION CARRIED

MOTION #26/18

Moved by Carol Webster

That the Regular Board of Directors meeting come out of camera at 11:45 a.m.

MOTION CARRIED

VII. COMMUNITY REPORTS

MOTION #27/18

Moved by Leslie Penny

That the Community Reports be tabled to the next meeting.

MOTION CARRIED

2018 MEETING DATES & TIMES:

That the Board Meeting dates for 2018 be scheduled as follows:

1. May 24, 2018
2. July 26, 2018
3. September 27, 2018
4. November 22, 2018

All meetings will be held at the CFYE office in Whitecourt.

PLEASE NOTE CHANGE – LUNCH will be provided at **12:30 p.m.** The **meeting** will commence at **1:00 p.m.**

ADJOURNMENT:

MOTION #28/18

Moved by Carol Webster

That the meeting be adjourned at 11:50 a.m.

MOTION CARRIED

Chairman

Secretary