

Community FUTURES YELLOWHEAD EAST
Virtual Board Meeting Minutes
Thursday January 20, 2022

PRESENT: NICK GELYCH, DARYL WEBER, SERENA LAPOINTE, LIZ KRAWIEC, ANNA GREENWOOD, TY ASSAF, MARVIN SCHATZ, ROBIN MURRAY, JIM HAILES

REGRETS JOHN BURROWS

1) CALL TO ORDER:	Chair: Nick Gelych called meeting to order at 1:04pm
2) ADOPTION OF AGENDA:	<u>Motion# 01/22</u> Moved by Serena Lapointe <i>That the Agenda be accepted as presented</i> <p style="text-align: right;">CARRIED</p>
3) MINUTES OF PREVIOUS MEETING:	<u>Motion # 02/22</u> Moved by Marvin Schatz <i>That the minutes of the Dec 16, 2021 be accepted as presented</i> <p style="text-align: right;">CARRIED</p>
4) CHAIR REPORT	Advised the board he will be attending board chair training
5) TREASURER'S REPORT	Discussion occurred regarding the type of reports the board would like to see on a regular basis. Monthly a budget variance report and quarterly a balance summary in addition to the WD reports. <u>Motion # 03/22</u> Moved by Daryl Weber <i>To accept financial reports as presented.</i>
6) STAFF REPORTS:	Executive Director: - Monthly Report, As presented – accepted as information CED Coordinator: Monthly Report, As attached – accepted as information, with the request to include our target goals with the monthly report, so board can follow along as we meet the indicated target requirements. Business Analyst: Financial Reports, As Presented, accepted as information. DSS Service Squad Member Power point presentation provided, board was very pleased with the program, and hopes to have regular updates, in addition they requested a copy of the poster and the letter that is being shared with small business owners. Board members indicated they would assist in providing information to small business owners within their region. Ian will forward documentation to the board.
7) OLD BUSINESS:	7.1 Final Draft Operating Plan – <u>Motion # 04/22</u> Moved by: Jim Hailes <i>made a motion to accept the final draft of the 2022/2023 Annual Operating Plan as presented.</i> <p style="text-align: right;">CARRIED</p> 7.2 Final Operating Budget – <u>Motion# 05/22</u> Moved by: Serena Lapointe <i>To accept the final draft of the 2022/2023 operating budget as presented.</i> <p style="text-align: right;">CARRIED</p>

7.3 Strategic Planning Date – March 17th , April 21, 2022

Board approved the dates set out for the Strategic Planning Session.

7.4 Travelling Incubator Update – Board provided an update from staff members who have started their incubator visits.

7.5 Letter to Prairies Can & CFNA – New Options. Additional discussion was held, as the Executive Director provided additional information weighing the pros and cons of sending a formal letter regarding the lack of increased funding to CF core funding. Board agreed they still wanted to proceed with the letter, Chair and other board members would review the draft letter provided and get back with any additional information or edits they wanted to see. ED was to complete a final draft and forward to the proper channels.

7.6 Bank Signing Authorization completed – Update provided to the board that everyone had been in to sign the new signing authority forms.

8) NEW BUSINESS:

8.1 RRRF Repayment Extension ED provided board with information regarding the governments announcement to extend the deadline for small businesses to pay back the RRRF loans by one year in order to take advantage of the interest free, forgivable loan portion of the agreement.

8.2 Board development Training – CFNA Feb Meeting (CFLIP, EDP) – Prairies Can – May?, June -AGM, September – Lending Training? Board agreed with the proposed training plan, and had no additional requests.

8.3 Cyber Security Report – Update – Board advised of the review and successful report that was provided to CFYE regarding the review of current cyber security protocols in place. The board was in favour of taking advantage of the funds being provided by Pan West, to ensure we were able to maintain the current protection methods.

8.4 Woodlands County Representative- Change of Meeting Date, or Alternate Board had further discussion around possibility of changing the particular Thursday of every month that the CFYE meetings would be held in order to allow for the current Woodlands Director to be able to stay on as their delegate. It was determined that there was not another Thursday or any other day of the week per month that would work for the larger group. John Burrows will be advised to request his alternate now take his position on the board. In addition ED will speak with the bank to determine what steps will be required to replace John as a signing authority and will request his alternate become our additional signing authority.

9) ROUND TABLE:

Ty Assaf – Town of Barrhead – Council made the difficult decision based on a compliance order that was received, to adopt the COVID-19 opt in program, requiring all residents utilizing town facilities, to have to provide proof of vaccination QR code, or a negative covid test provided by AHS, not rapid test results. This has created a lot of concern for local residents, which are expressing their opinions rather publicly.

Daryl Weber – Village of Alberta Beach – Snow Mow Day planning is underway, along with the village seeing an increase in the number of fishing huts set up on the lake now that it is frozen through. Daryl also expressed their satisfaction with how well the county is looking after the roads.

Liz Krawiec – Town of Swan Hills ASA is planning their 50-year Jamboree celebration to be held this year.

Anna Greenwood – Town of Mayerthorpe – Anna informed the board they have had an increase in the number of new businesses over the year prior. The new Tim Hortons has opened and has already moved to 24-hour service from their start. The town is seeing some positive residual effects

of the opening with new travellers venturing further into town and taking advantage of some of the business services in town.

Robyn Murray – Town of Onoway – 3 new businesses have opened up recently, a Daycare, Saddle Shop and a Yoga Studio permit has been issued. The town will be hosting their strategic planning session on January 27, 2022. Centennial celebration plans for their 100 anniversary.

Marvin Schatz – County of Barrhead – A new development permit has been approved for a new wedding venue, which is receiving many complaints from residents not wanting the development to go through. An appeal meeting was held and appeal request was denied.

Nick Gelych – advised that an Economic Development review is under way to determine new direction and initiatives. Nick is part of the Economic Development committee.

10)

ADJOURNMENT:

Motion # _____ Moved by _____

No motion made; meeting adjourned at 3:25pm

NEXT MEETING:

Thursday February 17, 2022 1:00 – 4:00 pm

SIGNING AUTHORITY

Nick Gelych

Nick Gelych (Feb 28, 2022 13:13 MST)

Serena Lapointe

Serena Lapointe (Feb 28, 2022 21:18 MST)

Chair,

Secretary,