

COMMUNITY FUTURES YELLOWHEAD EAST
MINUTES OF Regular Board Meeting
December 19, 2019

Present:	Interim-Chair Carol Webster, Interim Vice Chair Daryl Weber, Secretary Leslie Penny, Treasurer Ray Hilts; Board Members; Jim Hailes, Marvin Schatz, Nick Gelych, Alternates; Janet Jabush, Staff; Manager Michelle Jones
Regrets:	Board Members: Pat Burns, John Burrows, Judy Tracy
Call to Order:	The Meeting was called to order with Interim Chair Carol Webster presiding. 1:42 PM
Adoption of Agenda:	<p><u>82/19 Moved by Ray Hilts</u> That the Agenda be adopted with the change of moving Item #4 Special Guests to present prior to meeting commencement.</p> <p style="text-align: right;">CARRIED</p> <p>Addition to the Agenda Occurred later in the meeting Addition to New Business9.8: Regular Board Meeting Schedule time</p>
Minutes from the November 21, 2019 Regular Board Meeting	<p><u>83/19 Moved by Daryl Weber</u> That the Minutes of the November 21, 2019 regular board meeting be accepted as presented.</p> <p style="text-align: right;">CARRIED</p>
Chairman's Report	Nothing to report.
Manager's Report	<p><u>84/19 Moved by Ray Hilts</u> That the managers' report be accepted as attached.</p> <p style="text-align: right;">CARRIED</p>
IRC Report	Report as attached discussed amongst the directors. Ray provided feedback for the Investment Review Committee to consider: Determine the Rate of Return the Board would like to see from the investment portfolio, create a formula of Risk Tolerance for each type of application, that will allow for a more sustainable portfolio. Arrange for a meeting with WD once the committee has developed the new model and received consent of the board.
Old Business:	<p>8.1 Cares Grant Reports to be approved. Tabled until next meeting to allow board members time to review.</p> <p>8.2 Second Cares Grant Submitted – Received as information</p> <p>8.3 BSN Administration by CFYE</p> <p><u>85/19 Moved by Janet Jabush</u> That the board accept the recommendation of management to continue providing the bookkeeping and grant recipient services at the fee of \$300 a</p>

month for the next ten months, after which time the board will revisit the request. (One opposed)

CARRIED

Old Business
Con't

8.4 Alexis Conference Project & Grant Application

Discussion and recommendations from the board, to request sponsorship from Millar Western, ANC, West Fraser, Oilfield Companies.
Board members also expressed interest in being able to attend the conference.

8.5 Photocopier Quotes: Request for Decision was reviewed, and the board recommends that we enter the 60-month lease contract on the Toshiba Machine, and authorizes manager to attempt to negotiate lower cost on the colored copies.

New Business

9.1 Chamber of Commerce Small Business Gala Request

86/19 Moved by Janet Jabush

That the board agreed to the Chamber of Commerce taking over the Small Business Week Gala, and that remaining funds from the account be dispersed evenly among partners based on original contribution amounts so that each group may have the opportunity to continue on with their own Small Business Week Activity's. One opposed

CARRIED

9.2 Chamber of Commerce request for CFYE to present at the Economic Forum – Board agreed that CFYE would present at the March Economic Forum. Michelle and Carol to work on the presentation.

9.3 Letter of Support for Fox Creek Hwy 43 initiative to lower speed on hwy thru town.

87/19 Moved by Leslie Penny

Board moved to Ratify the letter of support for the Fox Creek Hwy 43 speed reduction initiative.

CARRIED

9.4 Bank Accounts & Board Signatures

Interim Board Chair and Vice Chairs, Carol Webster & Daryl Webber in addition to Manager Michelle Jones are required to sign new signature cards at the bank reflecting board position changes.

9.5 Lunch N Learns Financially Literacy Sessions

Board recommended that direct correspondence be sent to the CAO and Mayor of each community where sessions will be hosted to encourage their partnership on providing free or low-cost space options as a community partner in business diversification.

9.6 Norquest - 9 Week Entrepreneurial Program

Board recommended that manager and or board chair reach out directly to Norquest to discuss their program and how we might possibly be able to work together on providing training to the community.

9.7 Articles of Association Committee.

Board committee struck consisting of: Carol Webster, Ray Hilts and Nick Gelych. Manager will forward existing document for review.

9.8 Regular Board Meeting Schedule

88/19 Moved by Jim Hailes

That the regular board meetings be moved to a start time of 1:00 pm, in order to save cost of meals from the budget.

CARRIED

Round Table

Village of Alberta Beach: Daryl Weber

New Chinese food restaurant opened recently
Hwy Sign on Hw 633, needs replacing, there is some concern with the county on the replacement of the sign. Ongoing negotiations.

County of Lac Ste Anne – Nick Gelych

Nick shared best wishes to CF on behalf of board member Judy Tracy who was unavailable to attend the December board meeting.

Town of Fox Creek – Jim Hailes

Jim provided an update on local business and former CF client Pizza and Burger Joint, that they are expanding to offer drive through service to their operation.

Town of Mayerthorpe – Janet Jabush

Janet provided information on a new Pharmacy and Cannabis that are opening in Mayerthorpe, as well as provided an update on the recent rash of break and enters their local food bank. Graciously the region has stepped up to provide donations to ensure the foodbank will not struggle as a result.

Janet also announced that the IDP agreement has been completed between Lac Ste Anne County and the Town of Mayerthorpe.

County of Barrhead – Marvin Schatz

Not much to report, county is slow with lack of snow.

Town of Barrhead – Leslie Penny

Ongoing conversation with Alberta Transportation to provide access off Hwy 18 into new development area. Real Estate the market has several properties for sale, but slow moving on the sold end. They would like to attract a larger hotel to the area to accommodate different tournament opportunity etc.

Town of Swan Hills – Carol Webster

The town is slow, Carol has closed her own gift store and flower shop as a result of the slow down. They are looking into the possibility of a business incubator. FCSS struggling with the fact that people from out of town are coming into purchases houses because of the lower housing prices but find themselves in a situation where they are unable to afford to keep up with their payments. The secondhand store has several items to be given away to the first person with a vehicle that can come and take the items away.

Town of Whitecourt – Ray Hilts

Woodlands Whitecourt negotiations progressing thru a mediator. Several businesses closing as of recent; Halliburton Cement Division, Dollar Store closing. There are also New Business opening at the same time; New IDA Drug Store and Travel Site, and a new restaurant Penny’s Pantry. Growth has been slow.

Adjournment

89/19 Moved by Ray Hilts
Meeting adjourned 3:54 pm

Next Meeting

January 16, 2020

Interim Chair, Carol Webster

Secretary, Leslie Penny