



**Board of Directors Regular Meeting
Thursday May 16th 2019 at 1:00 PM
Minutes of Meeting**

In Attendance: Dennis Nanninga, Carol Webster, Pat Burns, Nick Gelych, Jim Hailes, Daryl Weber, John Burrows, Judy Tracy, Ray Hilts

Regrets: Leslie Penny

1. **Call to Order:** Meeting called to order at 1:04, by board chairman Dennis Nanninga
2. **Additions to the Agenda:** Pat asked that Item 9.4 be added to the agenda: New Business Mileage Rates.
3. **Approval of the Agenda:**
 - a. **Motion #36/19**
 - b. Jim Hailes made the motion to add Item 9.4 to the agenda under New Business – Mileage Rates to the agenda.

CARRIED

4. **Adoption of the Minutes:**
 - a. March 21, 2019 Minutes of Meeting

Motion # 37/19 –

Motion to accept March minutes of meeting as presented, made by Jim Hailes,

CARRIED

5. **Special Guest:** Eric McSweeney provided an overview of the CARES Grant Project.
6. **Chairman's Update:** No current issues to be addressed- Executive meeting moved to end of the day.
7. **Loan File Review/Update:** Update provided to the board regarding clients that have been struggling or have gone to lawyer for collections.
8. **Manager's Report:** accepted as presented.
8. **Old Business:**
 - 8.1. **Draft HR Policy Review** – Ongoing – Summer Student Reviewing
 - 8.2. **Draft Loan Policy Review-** Draft provided to committee for review
 - 8.3. **Strategic Plan Date** – Regular meeting date confirmed Friday June 14th, 2019 at the FIC from 9:00 am – 4:00 pm, starting with a regular board meeting. .
 - 8.4 **Bookkeeping Update** – books are caught up to March 31, 2019

8.5. STEP Application- Board advised error had been made by manager in regards to the hourly rate recommended in the STEP grant. CFYE agreed to pay the summer student \$20/hr.

Motion #38/19

Motion made by Daryl Weber to approve paying the summer student the rate of \$20/hr as per our grant agreement. Ray H & Nick G Opposed.

CARRIED

8.6. Security/Lock Update – Board provided with information regarding different styles of keyless entry locks.

Motion #39/19

Motion made by Ray Hilts, with a recommendation to purchase mechanical keyless entry lock for the front door as well as the panic fobs, final direction on purchase to come from the manager.

CARRIED

8.7. Audit Update– board informed that the auditors would be on site from May 21-23, to conduct their review.

8.8 Spring Training/ Loan Training – Board provided with an update on the spring training sessions, and Stacy & Michelle’s loan training.

8.9 Trade Fair Update - Discussed volunteer schedule

8.10 Lemonade Day Update – Board provided up to date numbers on first registrations.

8.11 Training Room Update – Board provided with update regarding purchase of computers for the training room. Funds for this room coming from the investment fund as per approval.

8.12 New Staff Positions & Introductions- Board was advised and introduced to the new BA – Stacy Nisbet & Summer Student – Victoria Jevne. Discussion arose regarding previous staff member Angela Plouffe, staff appreciation recognition.

Motion #40/19

Motion made by Ray Hilts, that we spend up to \$200 on a recognition/appreciation gift for her service.

CARRIED

9. New Business:

9.1. WD Performance Report – Discussion around need for motion to be made regarding the final report being forwarded. Will be ratified at next meeting.

9.2 Training Expense for new staff discussed. Costs to be brought forward as required. For approval to use investment funding if required.

9.3 Golf Tournament - request from Whitecourt Chamber of Commerce to sponsor their golf tournament.

Motion #41/19

Ray made the motion to decline the request, as well as any other golf tournaments this season.

CARRIED

9.4 Mileage Rates – Pat Burns brought up the fact that our mileage rates did not reflect that of current rates.

Motion #42/19

Ray made the motion that the mileage rate be set to match that of CRA at .58/km. Effective June 1st. Carol Webster opposed.

CARRIED

10. Board Round Table:

Woodlands County – John Burrows

- Special meeting scheduled with the county council to discuss cost sharing negotiations with the Town of Whitecourt.

Fox Creek – Jim Hailes

- Jim shared a compliment directed to Ellen regarding the quality of the community videos.

Swan Hills – Carol Webster

- The entire empty downtown block has been purchased by a developer.
- A mural is being done for Communities in Bloom.
- Growth Travel Guide has been awarded to Grizzly Gazette to develop.

Town of Whitecourt – Ray Hilts

- Town did a secret shopping project with Brooks and was very pleased with it.
- Sem Cam doing a pipeline from Whitecourt to Fox Creek and from Fox Creek to Grande Prairie
- New businesses opening in town.

Onoway – Judy Tracy

- Heritage Days June 7-9th, includes a ball tournament, family dance and other activities.
- Advised that Onoway would be sponsoring Local Entrepreneur of the Year for Onoway.

Lac Ste Anne – Nick Gelych

- Two additional cannabis applications being considered for tentative approval.
- Discussion around taxes vs infrastructure costs.

Alberta Beach – Daryl Weber

- Forest Sewer main almost complete.
- Road paving taking place
- New explore net tower possibly getting a bigger tower. Some opposition being seen by residents.

Barrhead County – Dennis Nanninga

- They are noticing shortages on the tax collections as well, otherwise stable.

1. Board Round Table Con't.

Town of Mayerthorpe- Pat Burns

- Lighting going ahead for Mayerthorpe Highway.
- Market Place in Diamond Centre 1st Wednesday of the Month.

**11. Next Meeting- June 14th – Board Meeting & Strat Plan Meeting
FIC – 9:00 am – 4:00 pm**

12. Adjournment: Meeting Adjourned at 3:42 pm

Motion # 43/19

Judy Tracy made the motion to adjourn the meeting at 3:42 PM

CARRIED

Chairman, Dennis Nanninga

Secretary, Leslie Penny