

## **Barons-Eureka-Warner Family & Community Support Services Minutes of Board Meeting – Wednesday, September 13, 2017**

### **Attendance**

Cathy Needham, Ian Glendinning, Bill Martens, Don Heggie, Barbara Edgecombe-Green, John Willms, Merrill Harris, Laura Ross-Giroux and staff members: Zakk Morrison, Milton Iwaasa, Eva Penner and Linda Hashizume.

### **Observer**

Sel Golding, Village of Barons

### **Absent**

Don Holinaty

### **Call to Order**

C. Needham called the meeting to order at 5:05 p.m.

### **Approval of Agenda**

L. Ross-Giroux moved the Board approve the agenda as amended.

Addition: 6 b) Family and Community Support Services Association of Alberta (FCSSAA) Membership Invoice & Survey

Change: 5 d) Report to Municipalities – April to June, 2017

**Carried Unanimously**

### **Minutes**

J. Willms moved the minutes of the June 7, 2017 FCSS Board meeting be approved as presented.

**Carried Unanimously**

### **Business Arising from Minutes**

LegalAve Website

The LegalAve website was discussed.

The Board asked Administration to make the link available on our website.

### **Correspondence**

The following correspondence was presented for information:

- Family and Community Support Services Association of Alberta (FCSSAA) – Highlights of June 2017 Board meeting
- FCSSAA News June 2017
- FCSSAA Conference – November 8-10, 2017, Edmonton

I. Glendinning moved the Board receive the correspondence as presented for information.

**Carried Unanimously**

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## Reports

### Director

Z. Morrison reviewed the Directors report.

L. Hashizume will send out the links to the Barons-Eureka-Warner FCSS produced videos, posted on YouTube, to Board members.

Z. Morrison presented the Board members with various options for updating the Barons-Eureka-Warner FCSS logo.

B. Edgecombe-Green moved the Board accept Option #3.

**Carried Unanimously**

The staff satisfaction survey was discussed.

The Board would like to encourage the staff satisfaction survey be continued in future years.

B. Martens moved the Board approve the Director's Report as presented.

**Carried Unanimously**

### Finance

The Board reviewed the Financial Report.

D. Heggie moved the Board approve the July 2017 Financial Report as presented.

**Carried Unanimously**

### Mastercard

The Alberta Treasury Branch MasterCard statement for June 13, 2017 was presented for information and approval.

M. Harris moved the Board approve payment of the Alberta Treasury Branch June 13, 2017 MasterCard statement as presented.

**Carried Unanimously**

The Alberta Treasury Branch MasterCard statement for July 13, 2017 was presented for information and approval.

I. Glendinning moved the Board approve payment of the Alberta Treasury Branch July 13, 2017 MasterCard statement as presented.

**Carried Unanimously**

The Alberta Treasury Branch MasterCard statement for August 11, 2017 was presented for information and approval.

M. Harris moved the Board approve payment of the Alberta Treasury Branch August 11, 2017 MasterCard statement as presented.

**Carried Unanimously**

The Board directed Administration to check on the MasterCard annual fee and ensure it has been reversed.

### **Monthly Accounts**

The Board reviewed the monthly accounts.

L. Ross-Giroux moved the Board approve the monthly accounts for May 26, 2017 to June 25, 2017 as presented.

**Carried Unanimously**

### **Report to Municipalities**

The draft Barons-Eureka-Warner FCSS Report to Municipalities for April to June 2017 was distributed with the agenda for information and approval.

J. Willms moved the Board approve the April to June 2017 Report to Municipalities as amended and requested Administration to distribute the report to our Municipalities and Alberta Government funders.

**Carried Unanimously**

### **New Business**

#### November 8, 2017 Board meeting date

M. Harris moved the November 8, 2017 Board meeting be rescheduled to November 1, 2017.

**Carried Unanimously**

#### 2017-2018 FCSSAA Membership Invoice

B. Edgecombe-Green moved the Board approve payment of the 2017-2018 FCSSAA Membership invoice.

**Carried Unanimously**

#### FCSSAA Survey

Z. Morrison will forward the FCSSAA Planning and Quality Assurance membership survey to the Board members for their completion.

### **Round Table Discussion**

B. Martens reported the Town of Coaldale has new grant funding available. Currently applications are accepted once per year, they are hoping to expand this to twice per year.

B. Martens suggested the Board look at hosting a transition dinner where the exiting Board members/new Board members and staff come together to get to know each other.

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Linda Hashizume and Eva Penner left the meeting at 6:10 p.m.

**Closed Session**

M. Harris moved the Board move in-camera at 6:10 p.m.

**Carried Unanimously**

B. Edgecombe-Green left the meeting at 6:20 p.m.

M. Iwaasa left the meeting at 6:40 p.m.

J. Willms moved the Board move to regular session at 7:25 p.m.

**Carried Unanimously**

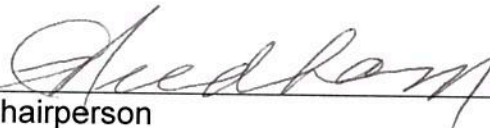
**Date of Next Meeting**

The date of the next regular Board meeting will be October 11, 2017 in Coaldale.

**Adjournment**

D. Heggie moved the meeting adjourn at 7:27 p.m.

**Carried Unanimously**

  
Chairperson

  
Director