**Date:** Monday, September 14, 2015

**Time:** 4:15 pm

**Location:** 715 Main Street

**Minutes**

**Present:**  Kim Johnson, Angela Fey, Stephanie Miller, Renée McGurry, Donna Lee Munro,

Val Noseworthy, Steve Greyeyes, Alison Cox Rita Emerson, Deborah Clark

**Regrets:** Dino Altieri

1. **Call to Order:** The Meeting was called to order at 4:40 pm by Kim Johnson
2. **Adoption of Agenda:**

**Motion:**  To accept the Agenda as amended

**Moved By:** Renée McGurry

**Seconded By:** Angela Fey

**Carried**

1. **Approval of Minutes:**

**Motion:** To accept the Minutes as circulated

**Moved By:** Renée McGurry

**Seconded By:** Angela Fey

**Carried**

1. **Sharing Circle:** Thanks to everyone who was able to make it today.
2. **Executive Director’s Report**
3. The RRC Intern has completed and submitted his report to me.
4. I attended the Community Schools meeting. The next development day will be November 2, 2015. Planning is in the finalization stage.
5. Journeys Retreat was cancelled due to staffing conflicts. We will be doing a Retreat as part of the Summer Institute next July. We have received partial funding for the Retreat from ESCP.
6. I have been working with PACE for an intern to assist in developing our Policy and Procedures Manual.
7. The Board Workshops were a great success.
8. I am working on Conference and Awards sponsorships and Silent Auction donations.
9. There is a spike in membership, due in part by the complimentary memberships for Adult Educators.
10. I have been dealing with a theft issue and hope it will be resolved soon.

**Motion:**  To accept the Executive Director’s Report as presented.

**Moved By:** Deborah Clark

**Seconded By:** Renée McGurry

**Carried**

1. **Financial Report**
	1. Monthly Report—No Financial Report was presented. Deborah will circulate with the Minutes
	2. Audit 2014-15—Sent to the Auditor
2. **Business Arising**
	1. UWW Governance Grant-We have completed our Responsibilities and Financial Responsibilities for Board Members with participants from four other agencies attending. We haven’t completed our PATH as our facilitator was unavailable during the summer. Deborah will contact the facilitator and check on dates.
	2. Community Schools Development Day—The date is set for November 2, 2015. We will be donating bags for the event.
	3. Meeting with CEAM—The meeting was canceled. Consensus is to wait until after Conference.
	4. Cultural Opportunities for all People—A slate of workshops needs to be developed for the fall and winter. There is some funding in place. The focus needs to be strengthened in the area for teachings and facilitation. The Workshop Committee will meet shortly to discuss possible workshops and facilitators and to develop a protocol.
	5. ECSP Grant- We have received our notification letter for a $7500 Grant, with $1500 and four Bingo sessions. We will be needing volunteers.
3. **New Business**
	1. Horatio Alger—This Foundation has $5000 bursaries for Aboriginal high school students who are planning to take post-secondary education of any kind. There are five $10,000 bursaries for Aboriginal students entering a Business program. More information will be in the newsletter on the website.
	2. Insurance Claim—We have had an internal theft. Deborah is dealing with the reports, claim information and replacing the items.
4. **Committees**
	* 1. Adult Education Resources—No Report.
		2. Executive—Met and discussed governance, procedures and staffing.
		3. Finance—No Report.
		4. Conference—A date and time for a meeting needs to be set. We need more volunteers to make the Conference and Awards a great experience and success
5. The Meeting was adjourned at 5:27 pm.