

# NWR FASD SOCIETY MACKENZIE NETWORK

## BOARD MEETING MINUTES

**June 15, 2021 @ 7 pm**

### Attendees

#### Board

#### STAFF

<b>Jan Welke</b>	<b>ShawnaLee Jessiman</b>	<b>Nancy Christian</b>	
<b>Sonja Schmidt</b>	<b>Natalie Morris</b>	<b>Wanda Beland</b>	
<b>Arlene Powers</b>		<b>Gaye Carpenter</b>	
<b>Nicolle Buhrs</b>			

1. Call to order Meeting called to order at 7:22 pm
2. Adoption of Agenda  
ShawnaLee adopted the agenda as presented.  
Nicolle seconded. Carried.
3. Adoption of Minutes  
Motion **Nicolle** adopted the minutes as presented.  
**ShawnaLee** seconded.  
Carried.
4. Reports
  - 4.1 Financial Report  
Motion **Jan** moved to accept the financial report as information  
**Natalie** seconded. Carried.  
  
**4.2 Coordinator's Report** (full report attached to the minutes)  
Motion **Natalie** adopted the Coordinator's report as information.  
**Nicolle** seconded.  
Carried  
  
**4.3 Policy and Procedures** **Vaccine Masking Policy** (Policy attached to minutes)  
**Jan** moved to accept the Vaccine Masking Policy.  
**Natalie** seconded.  
Carried.
5. **OLD BUSINESS**
  - 5.1 **Building Name** Tabled
  - 5.2 **Building Report**  
Action Items Entrances to trailer section need to be done.  
Rodney will be doing a fire inspection next week.

Minute Taker: Michelle Alfonso

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Need to put out a quote for the doors and steps.  
Will be connecting with Knelsen about the gravel donation.

### 5.3 Grand Opening

**Action Items** **Gaye** and **Michelle** will touch base on the planning  
Will come back with a final plan next board meeting

**5.4 Co-vid Update** Sanitation and the checklists are being done.  
We have 6 staff that are currently vaccinated right now  
More staff are getting their vaccinations done as well.

## 6. NEW BUSINESS

**6.1 Donor wall** **Gaye** will be forwarding samples of the donor wall  
next board meeting. She has been taking pictures of samples  
and done researched online on how our donor wall will look like.

**6.2 Strategic Plan** Strategic plan was started last week, Gaye had a zoom  
meeting with some front line staff and went over with them the  
strengths, weaknesses, opportunities and threats, on how  
they view these and how they identify. Need to connect with  
more staff and schedule board members as well.

**6.3 Year End Procedures** Year-end done **by June 21<sup>st</sup>**

### 6.4 AGM Meeting date

**Action Items** Tabled. Will be discussed next board meeting

**6.5 Transit Van** We have \$24,000 for travel that we can use for a  
down-payment for a transit van. Wanda will find out more  
on what FORD can offer us in terms of payment.

### 6.6 Signing Authority

**Motion** **Jan** made a motion to make **Arlene Powers** a signing  
authority and to remove Gaye as a signing authority.  
**Nicolle** seconded.  
Carried

### 6.7 FASD Instructor

**Motion** **Jan** made a motion that the meeting be moved out of camera.  
**Nicolle** seconded.  
Carried.

**Nicolle** moved that the new funding stream introduced tonight  
will be kept in our network. **Jan** seconded.  
Carried

## 7. Clinic

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BOARD MEETING MINUTES

May 31<sup>st</sup> and June 3<sup>rd</sup>

**8. Next Meeting Date** May 18<sup>th</sup>

**9. Adjournment**

**Nicolle** moved to adjourn the meeting.  
**Jan** seconded. Carried.  
Meeting adjourned at **8:44 pm**

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Board member signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board member signature

\_\_\_\_\_  
Date