

**Bright Starts Cooperative Early Learning Centre Board Meeting**

Tuesday, May 12<sup>th</sup>, 2020, 7:15pm

**Chairperson: Jennifer Bleakney**

**on Minutes: Phil Boyle**

**by videoconference**

In attendance: Jennifer Bleakney, Tetyana Reichert, Philip Boyle, Marina Ivanova, Hassan Asif, Owen Gallupe, Nomair Naeem, Robilyn Vanos, Edwin Ng, Keri Raif Sura, Robert Reid, Mary Robinson, Stacey Reid (nv), Karen Hinnigan (nv)

Meeting called to order at 7:15pm

**Motion** to approve the agenda

Moved by Jenn

Seconded by Robi

All in favor, no abstentions, none opposed

Approval of minutes of meeting of April 21<sup>st</sup>, 2020

Moved by Nomair

Seconded by Hassan

Majority in favor with abstentions, none opposed

7:25 Election of executive committee

This portion of meeting is led by Robi Vanos

The Nominating Committee offers the following recommendations to elect or acclaim the following board members to the Executive Committee of the Board of Directors:

President: There is one candidate for President, Jennifer Bleakney. The nominating committee recommends that Jennifer Bleakney be acclaimed as President.

**Motion** to acclaim Jennifer Bleakney as President of the Board for 2020/2021.

Moved by Hassan

Seconded by Veronica

All in favor, no abstentions, none opposed

Vice President: There are two candidates, Tetyana Reichert and Keri Raif Sura. The nominating committee recommends that Tetyana Reichert be elected as Vice President.

**Motion** to elect Tetyana Reichert as Vice President of the Board for 2020/2021.

Moved by Nomair

Seconded by Phil

All in favor, no abstentions, none opposed

Treasurer: There are three candidates, Marina Ivanova, Keri Raif Sura and Robert Reid. The nominating committee recommends that Marina Ivanova be elected as Treasurer.

**Motion** to elect Marina Ivanova as Treasurer of the Board for 2020/2021.

Moved by Phil  
Seconded by Owen  
All in favor, no abstentions, none opposed

Secretary: There are two candidates, Philip Boyle and Keri Raif Sura. The nominating committee recommends that Philip Boyle be elected as Secretary.

**Motion** to elect Philip Boyle as Secretary of the Board for 2020/2021.

Moved by Veronica  
Seconded by Tetyana  
All in favor, no abstentions, none opposed

*Rationale for recommendations:* the recommendations were based on interest (in cases with one candidate), previous board experience and, in some cases, experience in the position being elected.

Election of executive committee concluded.

JB – this meeting is mostly to get new members on what the board is about and to go over some regulations. Stacey will lead that discussion.

SR – new members will need to get criminal background checks. Please go ahead and apply online as soon as you can.

Discussion of how this process is happening during COVID-19 and clarification that board members do not need to do a vulnerable sector check but a criminal records check. Some members have already applied so it appears to be going ahead as usual.

SR – members also required to sign form stating that board members will not interact with children. We also need to collect personal information for our charitable tax return and government agencies. Link to do so shared.

7:35 Assignment of Signing Authority

Edwin and Veronica left meeting at this time

**Motion** to assign signing authority to the 2020-2021 President, Vice President, and Treasurer for the 2020-2021 term.

Moved by Jenn  
Seconded by Phil  
All in favor, no abstentions, none opposed

Stacey Reid will connect with President, Vice President, and Treasurer about completing the paperwork required for signing authority as the process may have changed due to COVID-19.

**Motion** to revoke signing authority from 2020-2019 Vice President and Treasurer as of June 1, 2020 or upon completion of the proper paperwork with the Credit Union for the new Directors with signing authority, whichever comes first.

Moved by Hassan  
Seconded by Nomair  
All in favor, no abstentions, none opposed

7:55 Vote on external auditors & remuneration for 2020

This portion of meeting led by Marina Ivanova

**Motion** to approve remuneration for auditors, BDO Canada LLP, as the accountants of the centre until the close of the next annual general meeting, at up to \$12,000.00.

Moved by Nomair  
Seconded by Owen  
All in favor, no abstentions, none opposed

8:00 Review of regulations, meeting frequency, bylaws, and board code of conduct – JB

8:15 Overview of committees. All board members are asked to sign up for committee membership at link provided.

8:20 Adjournment

**Motion** to adjourn

Moved by Jenn  
Seconded by Nomiar  
All in favor, no abstentions, none opposed

Meeting adjourned at 8:20pm