

To: CFDC Board of Directors

From: Allison Halstead, President

Subject: Board of Directors Meeting

Date: Thursday, September 8th, 2022 – 7:00 pm

Place: Virtual/ In person meeting at CFDC

Present: Allison Halstead, Aaron Crossman, Monica Rodriguez , Henry Penner (Treasurer), Kirstin Brink, Tyler Schroeder (Secretary) and Adolfo Cuetara (Executive Director)

Guest: Ricardo Silva

Regrets: Vaughan Owens

## MINUTES

Meeting called to order by the Acting Chair at 7.02 pm.

1. **Conflicts of Interest:** None
2. **Review of Board Minutes from July 14th 2022**  
Minutes were circulated,  
Motion to approve the minutes: Henry, Aaron; carried.
3. **Approval of the Agenda**  
Motion to approve the consent agenda: Henry, Aaron; carried.
4. **Business arising from the minutes**
  - 4.1. **Harassment Policy:** Next meeting to bring suggestions and amendments to the document. A training session for the Board members will follow the approval of this policy.
  - 4.2. **Statement of Indigenous Lands and People:** some documents will be circulated for discussion for next meeting.
  - 4.3. **Fundraising Committee:** Date for the Gala is Saturday, April 15<sup>th</sup> 2023. Dr. Caldwell was contacted and has confirmed his assistance. Henry to be part of the Committee, Tyler to help out as well.
5. **Reports**
  - 5.1. **Executive Director: July/August 2022**
  - 5.2. **Finance Committee: July /August 2022**
  - 5.3. **Bookkeeper report: Comparative Balance Sheet, Comparative Income Statement July/August 2022**

Motion to approve the Financial Report moved by Henry, Tyler; carried.

**6. Committee Assignments**

Already discussed.

**7. New Business:**

**7.1 Mitacs:** Kirstin explaining what Mitacs is about and what the proposal for CFDC looks like.

**8. Future Agenda Items: Fundraising Committee**

**9. Adjournment**

Henry to adjourn at 9:32 pm

Future meetings:

Board of directors November 10<sup>th</sup> at 7.00 pm