



**Board of Directors Meeting Minutes  
July 30, 2014  
Prestige Hotel  
4411 32<sup>nd</sup> Street, Vernon, BC**

The Board Chair introduced the Board and Management, and then explained the format of the CLBC Board meeting.

**Question and Answer Period**

In order to improve communication, transparency, and accessibility to the public, the Board of CLBC provides opportunities for the public to schedule presentations and to ask questions of the Board prior to the beginning of every Board meeting.

The Board received no questions from the public.

**Public Presentations**

There were no public presentations.

**Board Meeting**

**Attendees**

Denise Turner – Board Chair  
Ernie Malone – Board Member  
Arn van Iersel – Board Member  
Mark Duncan – Board Member  
Norah Flaherty – Board Member

Roberta Kjelson – Board Member  
John McCulloch – Board Member  
Elizabeth Hunt – Board Member  
Diane Friedman – Board Member  
Eileen Stewart – Board Member

**CLBC Staff**

Doug Woollard – Interim Chief Executive Officer  
Richard Hunter – Vice President, Corporate Services  
Carol Goozh – Vice President, Policy and Program Development  
Stacey Lee – Director, Human Resources  
Lynn Davies – Director of Regional Operations, Interior/North Region  
Lois Thompson – Provincial Trainer  
Marilyn Almocera – Acting Corporate Secretary

**Call to Order**

The Chair called the Public Board Meeting of July 30, 2014 to order at 8:32 a.m. and welcomed guests.

## **Story Telling**

Richard Hunter introduced his video, which was selected from INCOMMON.TV.

### **1. Agenda**

The agenda was reviewed.

#### **Motion**

It was **MOVED** and **SECONDED** that the Board approves the agenda as presented.

**CARRIED**

### **2. Approval of Minutes**

The Minutes of the April 9, 2014 and May 22, 2014 meetings were reviewed and amendments were suggested. The approval for both minutes was deferred for the September meeting.

### **3. Strategic Issues/Board Education**

#### **3.1 Presentation on “The Path of the Community Living Movement”**

Lynn Davies, Director of Regional Operations for the Interior/North Region, introduced Lois Thompson, one of the provincial trainers for CLBC. Lois presented to the Board an insightful presentation about the history of the community living movement. After the presentation the Board asked questions and thanked Lois for her presentation.

### **4. Other Business**

#### **4.1 CEO Report**

Doug Woollard, Interim CEO, provided highlights of his CEO Report and responded to comments and questions from the Board.

#### **4.2 Inclusion BC**

Diane Friedman and Eileen Stewart thanked the Board for the opportunity of attending the Inclusion BC conference held last June 11 to 14, 2014. They updated the Board on the sessions attended particularly those that had a significant impact on their perspective as a Board member of CLBC.

### **5. Board Committee Reports**

#### **5.1 Finance and Audit Committee Report**

Arn van Iersel, Chair of the Finance and Audit Committee, reported that the Committee discussed the Operating Budget and year to date results for fiscal year 2014/2015. The Committee reviewed and determined no changes needed for CLBC’s investment policy; and banking & borrowing policy. The Committee further discussed insurable risks and coverage provided by Risk Management Branch.

The Committee noted the positive ratings from management and the Committee members on the performance of Deloitte for the 2013/2014 external audit and recommends to the Board the reappointment of Deloitte as the external auditor for 2014/15 and for the \$71,700 proposed fee.

Motion

It was **MOVED** and **SECONDED** that, as recommended by the Finance and Audit Committee, the Board approves:

- i. the reappointment of Deloitte as the external auditor for 2014/15; and
- ii. the external auditor's fees for 2014/15 in the amount of \$71,700.

**CARRIED**

**5.2 Governance and Human Resources Committee Report**

Roberta Kjelson, Chair of the Governance and Human Resource Committee, reported on the Committee's review of the Board competency matrix and the draft Strategic Planning Process. The Committee advised management to present the revised draft of the Strategic Planning Process, which will incorporate the Committee's proposed amendments and management's timeframes, in September prior to recommending approval to the Board.

**5.3 Quality and Service Committee Report**

Norah Flaherty, Chair of the Quality and Service Committee, reported to the Board that the Committee reviewed and proposed amendment to the objectives for the Terms of Reference (TOR) for the Quality Assurance Risk and Control Review. The Committee recommends to the Board approval of the TOR, as amended.

Motion

It was **MOVED** and **SECONDED** that, as recommended by the Quality and Service Committee; the Board approves the Terms of Reference for Risk and Controls Review of CLBC's Quality Assurance Framework, as amended.

**CARRIED**

**Story Telling**

Stacey Lee introduced her chosen video from INCOMMON.TV.

Prior to adjournment, the Chair of the Board acknowledged the major and invaluable contribution of Doug Woollard during his term as Interim CEO and extended gratitude on behalf of the Board.

**Adjournment**

There being no further business to discuss, the Chair asked for a motion to adjourn the meeting.

Motion:

It was **MOVED** and **SECONDED** that the Board meeting be adjourned.

**CARRIED**

The meeting adjourned at 10:06 a.m. The next Board meeting is scheduled for September 23, 2014 in Vancouver at 8:30 a.m.