



**Board of Directors Meeting Minutes
September 16, 2019
Marine Boardroom, CLBC Head Office,
7th Floor, 1200 West 73rd Avenue, Vancouver BC**

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

Attendees:

Michael Prince – Board Chair	Jake Anthony – Board Member
Kathy Bright – Board Member	Onkar Biring – Board Member
Patti Sullivan – Board Member	Nelson Chan – Board Member
Julia Payson – Board Member	Barbara Carle-Thiesson – Board Member
Marnie Larson – Board Member	

CLBC Staff:

Ross Chilton - CEO
Lynn Davies – Vice President, Regional Operations
Henry Chen – Vice President, Finance and Chief Financial Officer
Jack Styan – Vice President, Strategic Initiatives
Sara Miller – Vice President, Corporate Services
Megan Tardif – Executive Director, Quality Assurance
Randy Schmidt – Executive Director, Communications and Stakeholder Relations
Alex Afanasev – Manager, Internal Audit
Rebecca Lim – Executive Assistant to the CEO
Donna Nordmann – Board Liaison (Recorder)

Guest:

Jonathan Dube – Assistant Deputy Manager

Regrets:

Simon Philp – Board Member



Call to Order

Michael Prince, Board Chair, called the Public Board Meeting of September 17, 2019 to order at 9:00 a.m. and welcomed members of the Board, executives, and guests.

Story Telling

Patti Sullivan introduced a video titled "*A Family's First Holiday with Autistic Children*"

1. Approval of Agenda

Agenda of the September 17, 2019 meeting of the Board of Directors was reviewed.

Motion

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

CARRIED

2. Business Arising from the Previous Meeting

2.1 Approval of Minutes of May 15, 2019 Meeting

The minutes of the May 15, 2019 meeting of the Board of Directors was reviewed.

Motion

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

CARRIED

4. Other Business:

4.1 CEO Report

Ross Chilton discussed highlights of his CEO Report as of September 2019 and responded to comments and questions from the Board.

5. Board Committee Reports:

5.1 Banking Policy

Barbara Carle-Thiesson reported that the Committee reviewed the Banking Policy and proposed to amend the Policy as presented.

Motion

It was **MOVED** and **SECONDED** that, as recommended by the F&A Committee, the Board of Directors approves the amendment to the Banking Policy.

CARRIED



5.2 Governance & HR Committee Report

Kathy Bright reported that the Committee discussed the appointment of the new director and that the selected candidate details have been given to PSEC to do their due diligence. The Committee also discussed the preparation for the Board Retreat which is being held on October 22-23 at the Sheraton Vancouver Airport Hotel in Richmond. The attendees were asked to complete the Insights online survey by October 7th. There will be internal and external facilitators at the Board Retreat.

5.3 Quality and Service Committee Report

Patti Sullivan reported that the committee had a positive meeting. She also reported that the Annual PAC meeting in June was very positive.

Randy brought forward the appointment a Provincial Advisory Committee (PAC) nomination for board approval.

Motion

It was **MOVED and SECONDED** that the Board of Directors approves the Provincial Advisory Committee (PAC) appointment by Management.

CARRIED

Patti recommended that in the future any PAC nominations should first come through the Quality and Service Committee for review prior to bringing to the Board for approval.

6. Directors' Reports on Community Interactions/ External Events

Directors reported on the highlights of their Board tour and visits during June 2019; in Vancouver (June 6^h) and Victoria (June 17th), and discussed key discussion/feedback resulting from their site visits, meetings with service providers, staff and the community councils.

6. Story Telling

Kathy Bright introduced her chosen video "*Stories of Social Inclusion.*"

8. Volunteer for New Stories

Marnie Larson and Nelson Chan will be presenting new stories in the next meeting on November 20, 2019.

9. 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 10:42 a.m. The next Board meeting is scheduled for November 20, 2019 in Vancouver, BC.