

**Minutes of the
Policy and Board Development Committee Meeting
Monday January 9, 2023
11:30 am**

Attended by: Ramona Robins(Chair),Michelle McKenzie, Chris Czember, Sourav Saha (CAO), Chelsy McArady (HR & Workflow Manager)

Regrets:

1. Call to Order

The meeting was called to order at 11:30 am.

2. Approval of the Agenda

MOTION: Moved by Michelle McKenzie to approve the agenda with addition of Policy and Board Development Chair election. CARRIED

Election

- Chair-Ramona Robins was nominated for the position of Policy and Board Development Committee Chair. No further nominations were received, and nominations were declared closed. Ramona Robins was declared elected by acclamation as Policy and Board Development Committee Chair.

3. Approval of the Minutes

MOTION: Moved by Chris Czember to approve the minutes of the Policy and Board Development Committee Meeting on December 5, 2022, as amended. CARRIED

4. Amendments to Policies:

a. Policy P-1 Attendance Awareness

MOTION: Moved by Michelle McKenzie to recommend the revised P-1 Attendance Awareness as amended to the Board for approval. CARRIED

b. Policy P-3 Criminal Record Check

MOTION: Moved by Chris Czember to recommend the revised Policy P-3 Criminal Record Check as amended to the Board for approval . CARRIED

c. Policy P-36 Education and Professional Development

MOTION: Moved by Michelle McKenzie to recommend the revised P-36 Education and Professional Development as amended to the Board for approval. CARRIED

d. Policy R-11 Furniture and Personal Belongings

MOTION: Moved by Chris Czember to table the revised Policy R-11 Furniture and Personal Belongings as amended to the Board for approval. CARRIED

- e. Policy R-19 Damages to Foundation Property
MOTION: Moved by Michelle McKenzie to recommend the revised R-19 Damages to Foundation Property as amended to the Board for approval. CARRIED

5. New Policies

- a. Policy H-101 Personal Social Media Account
MOTION: Moved by Chris Czember to recommend the new H-101 Personal Social Media Account as amended to the Board for approval. CARRIED
- b. Policy H-102 Company Social Media Account
MOTION: Moved by Michelle McKenzie to recommend the new H-102 Company Social Media Account as amended to the Board for approval. CARRIED
- b. Policy H-103 Cyberbullying
MOTION: Moved by Chris Czember to recommend the new H-103 Cyberbullying to the Board for approval. CARRIED
- c. Policy H-104 Respectful Communication in the Workplace
MOTION: Moved by Micelle McKenzie to recommend the new H-104 Respectful Communication in the Workplace as amended to the Board for approval. CARRIED

6. Date for the next meeting

The date for the next meeting will be February 6th, 2023 @ 11:30 am.

7. Adjournment

The meeting was adjourned @ 12:43pm.

Minutes by Chelsy McArady, January 9th, 2023