

**Minutes of the
Policy and Board Development Committee Meeting
Monday, June 3rd, 2024
11:30 am**

Attended by: Michelle McKenzie, Chris Czember, Linnsie Clark, Sourav Saha (CAO)

Regrets: Chelsy McArady (HR & Workflow Manager)

1. Call to Order

The meeting was called to order at 12:30 pm.

2. Approval of the Agenda

MOTION: Moved by Chris Czember to approve the agenda as presented. CARRIED

3. Approval of the Minutes

MOTION: Moved by Michelle McKenzie to approve the minutes of the Policy and Board Development Committee Meeting on May 6th, 2024 as presented. CARRIED

4. Amendments to Policies

a. F-10 Disposal of Assets

MOTION: Moved by Chris Czember to recommend the revised F-10 Disposal of Assets as presented to the Board for approval. CARRIED

b. F-11 Purchasing

MOTION: Moved by Michelle McKenzie to recommend the revised F-11 Purchasing as amended to the Board for approval. CARRIED

c. F-12 Procurement

MOTION: Moved by Chris Czember to recommend the revised F-12 Procurement as amended to the Board for approval. CARRIED

d. F-13 Security Deposits

MOTION: Moved by Michelle McKenzie to recommend the revised F-13 Security Deposits as presented to the Board for approval. CARRIED

e. M-1 Food Safety

MOTION: Moved by Chris Czember to recommend the revised M-1 Food Safety as presented to the Board for approval. CARRIED

f. M-11 Meal Service Review

MOTION: Moved by Michelle McKenzie to recommend the revised M-11 Meal Service Review as amended to the Board for approval. CARRIED

5. Date for the next meeting

The date for the next meeting will be September 9th, 2024 @ 11:30 am.

6. Adjournment

The meeting was adjourned @ 1:22 pm.

Minutes by Sourav Saha on June 3 , 2024