**Directors Present:** Lenora McLeod, Mike Harlow, Nadine Wagner, Lindsey Watt, Kate Leonard

**Gwich’in/Inuvialuit** **Rep:** Vacant (Gwich’in), Vacant (ICC),

**Staff Present:** Patricia Davison

**Town Rep:**  Vacant

**Excused:**  Candice Layton

**Absent:** N/A

Meeting Minutes

## Current Business

* 1. Call to order 8:06 pm
	2. Adoption of Agenda

Resolution: 220118-01

Motion to accept agenda as amended.

Mover: NW

Seconder: LW

Carried

1. **Strategic Plan – Michael Pealow**
* Minutes not taken for this section.
1. **Approval of Minutes**
	1. November 2021

Resolution: 220118-02

Motion to accept the November 2021 minutes as presented.

Mover: NW

Seconder: LM

Carried

1. **Delegates and Correspondence:**

N/A

1. **Reports**
	1. Executive Director’s Report
	* Report attached.
	1. Co-Chair Report
	* No report provided.
	1. Treasurer’s Report
	* No report provided. Board to review at first opportunity.
	1. Fundraising Report

5.4.1 Gala Committee

* + Postponed until February 2022 but will be further postponed until November due to the ongoing outbreak.
	+ Will thank donors for their support and inform them of the postponement.
1. **New Business**

6.1 Board Meeting Preparation

6.1.1 The Secretary will prepare the meeting agendas and use the CFS Secretary email account for document updates and sharing.

6.1.2 Board members to propose items for the agenda in advance.

6.2 Review Staff Handbook

 6.2.1 Board to consider the staff leave of absence review item.

 6.2.2. Mission and Vision to be updated based on the new Strategic Plan.

6.3 Covid Update and Plans

6.3.1 The elementary and high schools in Inuvik have closed as of tomorrow for a further two weeks.

6.3.2 GNWT Department of Education, Culture and Employment have recommended that centre based out of school programs be closed while the elementary and high schools are closed. There may be some flexibility for essential workers who need out of school care. All other programs can remain open.

6.3.3. Executive Director will request that the centre keep out of school care available to the children of essential workers. Affected families from the out of school care program will be contacted and needs assessed.

Resolution: 220118-03

Motion to approve the following statement be communicated to staff:

Upon notification by the public health office of a positive test result of Covid-19 or another highly communicable infectious disease by a member of staff, that member of staff will notify the Executive Director as soon as possible.

Mover: LW

Seconder: NL

Carried

1. **Action Item Update**

N/A

1. **Next Meeting(s)**

February 15th 2022

1. **In-Camera**

9.1 Item #1

9.2 Item #2

Resolution: 220118-04

Motion to go in camera at 9:00 pm.

Mover: NW

Seconder: LW

Carried

Resolution: 220118-05

Motion to go out of camera at 9:15 pm.

Mover: NW

Seconder: LW

Carried

Resolution: 220118-06

Motion to go in camera at 9:20 pm.

Mover: NW

Seconder: LW

Carried

Resolution: 220118-07

Motion to go out of camera at 9:49 pm.

Mover: NW

Seconder: LM

Carried

1. **Adjournment**

Resolution: 220118-08

Motion to adjourn the meeting at 9:50 pm.

Mover: NW

Seconder: M

Carried

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**Action Items:**

N/A