



Committee of the Whole Meeting Minutes
May 29, 2017 – 5:00 p.m.
North Bay and Parry Sound Boardrooms
963 Airport Road, North Bay/111 Isabella Street, Parry Sound

Trustees Present: Committee Chair David Thompson, Vice Chair Beatty, Trustees Michelina Beam, Harry Fry, Corine Green, Louise Sargent, Al Bottomley, Carol Stevens

Administrative Staff Present: Marjorie Campbell, Administrative Assistant

Regrets: Paul Moffat

Call to Order

Chair Thompson called the meeting to order at 5:00 p.m.

Adoption of the Agenda

The Committee approved the agenda as presented for the Public Session meeting of May 29, 2017.

Policy/Governance Manual Update

The team of Trustees Bottomley, Sargent and Fry have met twice to review the manual. They feel that they can reduce the manual to two or three pages, and line it up with the Multi-year and Capital Plans and link it to the four pillars.

They have reviewed a dozen other boards online, and consider ours to be very confusing. Ours comes from the negative perspective, Carver 1994. Our manual doesn't have to be this negative or onerous.

There will be a section to deal with Bi-laws, governance of our own meetings, pull in that and reform it. Include all the Ministry regulations. Use appendices.

Trustee Fry noted that he doesn't know how long it will take, could be 30 or 40 hours to make sure we have it all right. He suggested asking one of our secretaries, as an overtime thing.

Need to ensure that the Bi-laws are still relevant, check everything. He doesn't know that he would be able to do this. Need administrative assistance to do this, type it, make it readable. Do

we want to do that or do we want to farm it out? Do we have the money? If we farm it out, we don't own it. He is prepared to put a lot of hours into it.

Trustee Sargent mentioned that they felt willing to do it, but didn't want to invest more time if they weren't on the right track. The information is out there, they just don't know where it all is. Would like something that is user friendly that everyone would have, and that would not need to be updated, just update the appendices. Roles are straight forward and don't need to change. If the rest of the Trustees are willing, they will continue.

Trustee Fry mentioned that he has heard that in the future, there won't be a need for motions and the need to move and second.

Vice Chair Beatty mentioned that he won't have the time, and doesn't have the expertise that is needed to revise the policies. They can't be ambivalent or equivocal. It will be an onerous task, and he thinks the money would be well spent, it would be more efficient for us to do it that way. He stated that there are people who can do policy updates. We would be getting the job done by someone who has the resources to do the job. He reminded that they have been trying to decide on this for the past few months.

Trustee Green said that she too doesn't have the expertise to revise policies. She could help with typing in the summer but she cannot deal with the policies herself.

Trustee Stevens agreed with both Vice Chair Beatty and Trustee Green, she doesn't have the time but would like to give feedback and share in the process.

Trustee Bean said that if we have this core group who can do the policies, she can do some typing. That's a lot of money to spend.

Trustee Fry mentioned that Director Young had originally talked about spending \$10,000.00 and asked what the deliverables would be for that, would that just be for advising us?

Chair Thompson said that the amount was up to \$15,000.00 and that it would also need to go to tender.

Trustee Bottomley mentioned that they would reduce the manual to four or five areas, everything else would be in appendices form. A manual that governs the Board.

Chair Thompson asked the team to provide the Board with a section by the next board meeting, not the whole thing.

The team agreed that they will provide an example at the 27 June 2017 Board Meeting. It would be high level, with a table of contents. At that time, if the majority of the Trustees do not wish for them to continue, they will look at paying someone to do the work.

Meal Expenses and Budget

Chair Thompson led a discussion about the Trustee budget for meal expenses. The yearly budget is set at \$15,000.00. He mentioned that it has been noted that there are a lot of leftovers.

In order to reduce the budget, the Trustees agreed that for the Committee of the Whole and the Board meetings, they would alternate between pizza and sandwiches.

Adjournment

The Committee of the Whole meeting of May 29, 2017 adjourned at 6:39 p.m.