

Minutes of the Board of Directors Meeting

February 11th 2016 at 10:00am Eastern Time
Teleconference

Board of Directors attendance:

Martin Bayer, Chair
George Macey, Vice-Chair, Secretary
Thérèse Bergeron-Hopson, Vice-Chair
Doug Murray, Treasurer
Charles Cirtwill, President & CEO
Terry Bursey, Director
Harley d'Entremont, Director
Hal McGonigal, Director
Dawn Madahbee, Director
Ray Riley, Director
Brian Tucker, Director

Board of Directors regrets:

Ron Arnold, Director
Pierre Bélanger, Director
Alex Freedman, Director
J.P. Gladu, Director

Members, staff and guests in attendance

Jamie Lee Yawney, Operations Coordinator

1. Call to Order

Martin called the meeting to order at 10:00am and declared that quorum existed.

2. Approval of agenda

Martin reviewed the agenda and asked if anyone had any other items to add or change. None.

BOD2016-001 *The Board of Directors hereby approve the agenda.*

Moved by: George Macey.

Seconded by: Ray Riley.

Carried.

3. Declaration of any conflict of interest.

None.



4. Approval of the Last 2014-2015 Board of Directors Meeting minutes

BOD2016-002 *The Board of Directors hereby approve the minutes of the Last 2014-2015 Board of Directors meeting.*

Moved by: Hal McGonigal.

Seconded by: Dawn Madahbee.

Carried.

5. Approval of the First 2015-2016 Board of Directors Meeting minutes

BOD2016-003 *The Board of Directors hereby approve the minutes of the First 2015-2016 Board of Directors meeting.*

Moved by: Terry Bursey.

Seconded by: Brian Tucker.

Carried.

6. Business arising from minutes

a. Annual Declaration of Compliance

Martin presented the signed Annual Declaration Compliance and explained that the Institute is in compliance with all reporting requirements. No issues.

7. Governance and Nominating Committee report

Martin called on Dawn to present the report.

Dawn mentioned that the committee had finalized the board meeting policy with the recommendations from the October board meeting. No issues. She brought forward the committee's recommendation to hold off on nominating a replacement for Madge Richardson until the 2016 AGM. No issues.

Dawn explained that the committee is near completion on the Board and Committee performance assessment tool. She mentioned that the self-assessment process will start in March with a report by the committee on the results at the May Board of Directors meeting. No issues.

Dawn explained that the committee finalized a Board committee survey. The survey will allow Directors to indicate what sub-committees they are most interested in serving on for the 2016-2017 committee nomination. No issues.

BOD2016-004 *The Board of Directors hereby accept the Governance and Nominating Committee report as presented.*

Moved by: Thérèse Bergeron-Hopson.

Seconded by: Ray Riley.

Carried.

8. Audit and Finance Committee report

Martin called on Ray to present the report.

Ray reviewed the Northern Policy Institute forecast as of October 31, 2015 for the 2015-2016 fiscal year. No issues.

Ray brought forward the committee's recommendation in investing 200,000 dollars in GICS. Hal asked if there are any restrictions on reserving money since Northern Policy Institute was granted its charitable status. Charles explained that there are no restrictions.

BOD2016-005 *The Board of Directors hereby approve investing \$200,000 in GICs and that the Treasurer and the President & CEO be appointed as the two "Trading Officers" to communicate investment decisions of the Board to the investment advisor.*

Moved by: Ray Riley.

Seconded by: Hal McGonigal.

Carried.

BOD2016-006 *The Board of Directors hereby accept the Audit and Finance Committee report as presented.*

Moved by: Terry Burse.

Seconded by: Dawn Madahbee.

Carried.

9. Development Committee report

Martin called on George to present the report.

George congratulated the Institute on meeting the requirements for charitable registration under the Income Tax Act. Charles asked that Board of Directors to hold off on donating to the Institute until the new fiscal year for Audit purposes. No issues.

George gave a brief overview of the finalized Development plan. Martin asked if the sponsorship handout could reflect that a donor will receive a tax receipt. No issues. Charles mentioned that the Institute CRA number will also be added to the handout. No issues.

Charles gave a brief update on Northern Policy Institute partnerships with LEPC, NW Ambassadors, NODN, summer internships, Rural Ontario Institute and NORDIK. No issues.

George asked the Board to review the sample donor target list and bring forward any names or organizations to be added to himself, Charles or Samantha Angell. No issues.

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Minutes approved at the Board of Directors meeting as of May 9th, 2016.

Martin Bayer
Chair



George Macey
Secretary

