

**Minutes of the
Policy and Board Development Committee Meeting
Monday, May 6th, 2024
11:30 am**

Attended by: Michelle McKenzie, Chris Czember, Linnsie Clark, Sourav Saha (CAO), Chelsy McArady (HR & Workflow Manager)

Regrets:

1. Call to Order

The meeting was called to order at 11:48 am.

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 April 8th,2024 as presented. CARRIED

4. Amendments to Policies

a. F-5 Investments

MOTION: Moved by Chris Czember to recommend the revised F-5 Investments as amended to the Board for approval. CARRIED

b. F-6 Signing Authority

MOTION: Moved by Michelle McKenzie to recommend the revised F-6 Signing Authority as amended to the Board for approval. CARRIED

c. F-7 Non-Sufficient Funds and/or Bank Fees

MOTION: Moved by Chris Czember to recommend F-7 Non-Sufficient Funds and/or Bank Fees as presented to the Board for approval. CARRIED

d. F-8 Credit Card Use

MOTION: Moved by Michelle McKenzie to recommend the revised F-8 Credit Card Use as amended to the Board for approval. CARRIED

e. F-9 Property and Equipment Inventory

MOTION: Moved by Chris Czember to recommend the revised F-9 Property and Equipment Inventory as amended to the Board for approval. CARRIED

5. New Policies

a. A-9 Accessibility (May)

MOTION: Moved by Chris Czember to recommend the new A-9 Accessibility as amended to the Board for approval. CARRIED

6. Deletion of policies

a. A-9 Accessibility (February)

MOTION: Moved by Michelle McKenzie to recommend the deletion of A-9 Accessibility to the Board for approval. CARRIED

7. Date for the next meeting

The date for the next meeting will be June 3rd , 2024 @ 11:30 am.

8. Adjournment

The meeting was adjourned @ 12:25 pm.

Minutes by Chelsy McArady on May 6th , 2024