

Minutes of a Meeting of the Board of Directors

Date: September 17, 2013

Time: 4:00 pm – 5:00 pm

Location: WindsorEssex Economic Development Corporation Boardroom

Present:

Joe Byrne, Chair

Shelley Fellows, Vice Chair

Warden Tom Bain

Roy Verstraete, Sec-Treas

Lindsay Boyd

Mike Mueller (via phone)

Absent:

Mayor Eddie Francis

WEEDC staff:

Sandra Papatello, CEO

Lee Anne Damphouse, Executive Liaison

Call to order

The regular board meeting was called to order by the Chair, Joe Byrne, at 4:12 pm. A roll call of members was done by the Executive Liaison to record attendance – quorum was declared met.

1.0 Declaration of Conflict of Interest

One conflict of interest declared.

2.0 Approval of Agenda

MOVED by, Roy Verstraete, seconded by Shelley Fellows, to accept the meeting **agenda** as presented.

Carried

3.0 Approval of Minutes

MOVED by Joe Byrne, seconded by Shelley Fellows, to approve **minutes** from August 20, 2013 Board Meeting as presented.

Carried

4.0 Board Reports and Committee Business

4.1 Chair Report

MOVED by Shelley Fellows, seconded by Lindsay Boyd, that the Resolution to participate in the City's internal audit be signed and accepted.

Carried

MOVED by Roy Verstraete, seconded by Tom Bain, to accept the Board Chair Report as presented.

Carried

4.2 CEO Report

MOVED by Tom Bain, seconded by Roy Verstraete, to accept the CEO Report as presented.

Carried

4.3 Committee Business
Executive Panel Meeting

Update from meeting held September 17, 2013 – (Board Moved In Camera)

Governance Committee

MOVED by Lindsay Boyd, seconded by Roy Verstraete, to bring forward Board prospects at the next Governance Committee meeting.

MOVED by Roy Verstraete, seconded by Tom Bain, to accept the Governance Committee Report as presented.

Carried

Finance Committee

MOVED by Roy Verstraete, seconded by Lindsay Boyd, that the CEO and COO proceed with the plan agreed to, to manage cash flow in WE Ec Dev chequing account at TD Bank.

MOVED by Roy Verstraete, seconded by Shelley Fellow, to accept the Finance Committee Report as presented.

6.0 New Business

None.

7.0 Board In-Camera Session

MOVED by Joe Byrne that the Board move to an In-Camera Session, seconded by Shelley Fellows, at 5:05 pm.

Carried.

Sandra Papatello leaves the meeting at 5:05 pm

MOVED by Joe Byrne, seconded by Shelley Fellows, that the Board move out of the In-camera session.

8.0 Adjournment

MOVED by Lindsay Boyd, seconded by Shelley Fellows, that the meeting be adjourned.

Accordingly, the meeting is adjourned at 6:00 m.

Carried.

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