

1) Roll Call & Quorum

1	X	Allen, Julie	Treasurer
2	X	Bouffard, Claude	
3		Campbell, Rob	Killarney
4		Carriere, Renee	
5	X	Chenard, Jason	President
6	X	Demers, Veronique	
7	X	Hebert-Berube, Monique	Vice-President
8		Hunt, Greg	Markstay-Warren
9		Lagrandeur, Sebastien	
10	X	Loftus, Monica	St. Charles
11	X	Malette, Richard	French River
12	X	Pitre, Justin	
13		Restoule, Pam	Dokis
14		Empty seat	
15		Empty seat	
16		Empty seat	
Non-voting	X	Kelly, Laura	PC

X = present

QUORUM (50%+1): minimum **7 of 13** Yes/No

2) President's Welcome

Jason welcome the board and introduced Laura to her first board meeting. He provided a recap of agenda placeholders to finish 2020; being the Back to Business Project Launch (done), AGM, 2021 Budget (to be tabled at Nov 3rd board meeting) and executive election all needed before December.

3) Approval of Previous Minutes

Motion	<i>That the minutes from previous meeting be approved and published.</i>
Moved	Monica Loftus
Seconded	Claude Bouffard
All in Favour	Y

4) Approval of Agenda & Declaration of Conflict of Interests

Motion	<i>That the agenda for this meeting be approved and any conflicts of interest declared and acknowledged.</i>
Moved	Richard Malette
Seconded	Julie Allen
All in Favour	Y

5) Operations Calendar

A roundtable received comment from each director whereby:

- i. All directors agreed that executive election was required in order to follow by-law; suggestion was to hold it immediately after AGM
- ii. All directors discussed the pros and cons of raising membership price to allow the executives to work with these considerations for 2021 budget
- iii. All directors shared thoughts on hosting a virtual AGM and consensus was to proceed virtually on November 17th, 2020

6) Financial Report

- a. Julie provided a verbal report of September's monthly financial statement and balance sheet. Jason will ask Caisse to connect with Julie to review the details of the GIC as we received what looks like an unanticipated annual interest payment in September.
- b. Julie explained that a 2021 Budget draft will be ready for review at Nov board meeting.

7) BDO Staff Task Distribution Report

- a. Laura provided a verbal summary of tasks completed including orientation, launching the Back to Business project, rebranding efforts, social media work, meeting new and existing members along with some new brainstorming ideas such as weekly member features.

8) New Business

a. New Director Onboarding

Motion	<i>That Veronique Demers be elected as a director of SECC Board of Directors and quorum be 7 of 13 currently filled seats.</i>
Moved	Monica Loftus
Seconded	Richard Malette
All in Favour	Y

b. Communication Policy

Jason presented a draft policy to which directors agreed should be instituted. The policy was approved and implemented effective immediately.

9) Adjournment

Motion	<i>That the meeting be adjourned at 7:02 pm.</i>
Moved	Richard Malette
Seconded	Monica Loftus
All in Favour	Y

Schedule of Meetings -First Tuesday of each month, 6-8pm

Q1			
Q2			
Q3			
Q4		Nov 3 rd : Zoom Nov 17 th : virtual AGM, 6pm	Dec 1 st – Zoom

Parking Lot

Item #	Topic	Pending Info needed	Director with the Ball
1			
2			
3			