

Board of Directors Meeting
Tuesday, Sept 6th, 2022 at 6pm

1a) Roll Call, Quorum & Welcome

1	P	Allen, Julie	Treasurer
2	P	Bouffard, Claude	
3	P	Campbell, Rob - Zoom	Killarney
4		Carriere, Renee	
5	P	Chenard, Jason	President
6		Demers, Veronique	
7		Hebert-Berube, Monique	Vice-President
8		Kelly, Laura	
9	P	Lagrandeur, Sebastien - Zoom	
10	P	Loftus, Monica - Zoom	St. Charles
11		Malette, Richard	French River
12	P	Pitre, Justin - Zoom	
13		Empty seat	
14		Empty seat	
15		Empty seat	
16		Empty seat	
Non-Voting		Underwood, Jordan	BDI
Non-voting	P	D'Amour, Jill	BDO

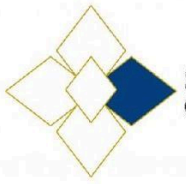
QUORUM: 7 of 12 Yes

2) 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	Monica
Seconded	Claude
All in Favour	Yes
Conflicts Declared	No

3) Approval of Previous Minutes

Motion	<i>That the minutes from the previous meeting be approved and published.</i>
Moved	Monica
Seconded	Julie
All in Favour	Yes



4) Financial Report

[Julie]

Motion	<i>That the presented financial statement(s) and balance sheet(s) be approved as presented.</i>
Moved	Claude
Seconded	Rob
All in Favour	Yes

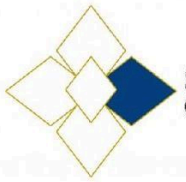
- Six members still owe for 2022 membership
- Wix and Zoom have been paid
- DSS 1st installment of \$15000 has been deposited
- Add wix, canva, PIB insurance and zoom on the ops calendar

5) Staff Report

[Jill]

- New member update
- New Preferred Provider update
- In-Person member visits/Newsletter/Social Media updates
- Business Development Intern project updates
 - Covid Impact Survey
 - Modernization of key forms
 - New member orientation package
 - Mail Chimp migration to Wix
 - Online membership renewal for in Wix
 - Digital Service Squad update
 - AGM planning update
 - Municipal elections update

- We have one new member, Aide aux Séniors de Sudbury Est/Sudbury East Seniors Support Inc.
- The Preferred Providers are getting set up with the chamber. There are a few forms that need to be signed and read by Jason
- A blog section has been set up on the website for interviews, stories or write ups
- The covid impact survey is now closed and the data was collected for graphs to present at the AGM
- The orientation package is complete with a video and a one page 'why join the chamber' to include in the package.
- Mailchimp is now cancelled and all the eblasts and newsletters will be sent through the wix account
- People are now able to join the chamber through our wix website
- The DSS position was advertised on the SECC facebook and instagram page, newsletter and eblast. As well as employment options and 2 colleges
- The AGM will be held on October 4th at the Noelville Art Gallery. Invitations, nomination forms have been made up and sent out. The Awards will be done by Xcaliber is Sudbury
- There are 3 candidate evenings planned for September 27, September 29 and Oct 6. We have volunteers from the board as well as some from the community to help out.



6) New Business

- i) Executive succession planning [Jason]
- ii) Ops calendar review
- iii) In-Person AGM (Oct 4, NV Gallery)
- iv) Hiring Workshop
 - Monique has given notice that due to a work promotion, she will no longer be able to give the time needed to the role of vice president. There will be nominations and a vote held at the AGM
 - Adding a paid role for the day to day bookkeeping will help make the treasurer position easier and less time consuming. Maybe add some duties to the BDO position.
 - We will now move to quarterly meetings (in-person with zoom capability) and add a meeting in between if necessary.

7) Adjournment

Motion	<i>That the meeting be adjourned at 7: 12 pm.</i>
Moved	Monica
Seconded	Jason
All in Favour	Yes

Next meeting is the AGM on October 4th 2022, at 6pm

Jason Chenard

President Jason Chenard

Approved on behalf of the Board of Directors