

**Lanark County Community Justice Program
Special Board of Directors' Meeting
Tuesday January 19, 2016 - 5:30 p.m. to 7:05 p.m.
Algonquin College**

MINUTES

Present: Murray Long, Brian Peters (Skype), Bob Chaplin, Scott Ferguson, Margo Bell, Christine Peringer, Betty Jo Dean arrived 5:45 p.m.), Beth Peterkin (ED)

Regrets: Brenda Reinkeluers

Guests: None

1. Murray called the meeting to order at 5:35 p.m. and welcomed all, including Brian on Skype. The sole purpose of his meeting is to discuss the Ontario Trillium Foundation grant.
2. Agenda approved as circulated. Moved by Bob, seconded by Scott. Carried unanimously.
3. Declaration of conflict of interest – none disclosed.
4. No restorative moment as this is a special meeting with one focus.
5. Murray reviewed his Summary Report about the Ontario Trillium Foundation (OTF) grant. Report has been circulated with the agenda. A fulsome discussion followed about capacity building and the school program and Beth and Murray answered questions from the Board. Brian commented that it will be important to use existing resources to develop our program and our skill sets Beth was asked to forward the complete OTF application to all Board members for review.
6. The amended Letters of Offer for staff accounting for the increased hours of work were reviewed. Moved by Bob, seconded by Scott to approve the Letters of Offer as presented. Carried unanimously.
7. Beth advised that over 70 applications had been received for the positions advertised for the school project. Margo Bell and Murray Long will work with Beth as the hiring committee. The names of the candidates will be kept confidential and a final report will be brought to the Board at the end of the process.
8. Beth reviewed the activities to date of the Be Strong Committee. The proposed Terms of Reference for this committee was reviewed and sent back to Beth for some revision. Beth was asked to send the names of the current Be Strong committee members to the Board.
9. A recognition and launch event will be planned by Beth for a date towards the end of February and will be coordinated with the funders and their representatives.
10. Reminder of the regular January Board meeting which will be held on Feb 2 at 5:30 p.m. at Algonquin College.
11. Meeting adjourned at 7:05 p.m. on a motion by Brian.

These minutes are declared to be a true and accurate record of the Lanark County Community Justice Program Board of Directors meeting of January 19, 2016.

Signature – Murray Long, Chair

Signature – Bob Chaplin, Secretary