Board of Directors Post -Annual Meeting Minutes

June 23, 2026 (following the Annual Meeting)

Attendance: Mary Lou Pratt, Jean Dunning, Bruce Brough, Lesley Scharf, Jasmin Patel, Wayne Stryde
Regrets: Shari Glenn
Staff: Sarah Sark, Melanie Webber (Resource)

1. **Welcome:** Quorum was confirmed with 6 Directors in attendance (5 in-person and 1 virtually)

2. **Approval of agenda:**

    2.1 **Conflict of Interest:** No conflict of interest noted

3. **Approval of minutes:**

    3.1 **May 26, 2026, Board of Directors minutes:** minutes were approved

    - The in-camera minutes of May 26 were approved

    3.2 **June 2, 2026, Joint Finance/Board Committee meeting minutes:** minutes were approved

4. **Signing of:** **Director Code of Conduct and Pledge (policy 6.01.22a) and Conflict of Interest (policy 6.01.12)**

- The Director Code of Conduct and Pledge, along with the Conflict-of-Interest Declaration forms, were distributed. Signed copies of the Director Code of Conduct and Pledge may be submitted by email to Melanie Webber at mwebber@connectwell.ca

- Directors are required to disclose any actual, potential, or perceived conflicts of interest that arise during their term. Should a conflict of interest occur at any time, the Conflict-of-Interest Declaration form must be completed and signed in accordance with Board policy.

5. **Election of Executive Officers:**

    - Mary Lou presented the slate of directors who have agreed to stand for election to executive positions.
        - Mary Lou Pratt —chair
        - Shari Glen-vice chair
        - Bruce Brough -secretary/ treasurer
        - Jean Dunning will return as past chair

- Leslie presented the slate of officers and consensus was made for the following:
  - Jasmin Patel 1st- 3-year term
  - Lesley Scharf 2nd - 3-year term
  - Mary Lou Pratt 2nd - 3-year term

6. Signing Authority for cheques:

- **Staff signing authorities:** Sarah Sark, Amy Vanderspank, Leslie Greene, Onari Tafri, Manish Watts, Tim Moran were confirmed

- **Board signing authorities:** Mary Lou, Jean Dunning, Bruce Brough (We will be removing Michel Vermette) were confirmed

7. Updated chart of Committee members for each Committee - Leslie
- Board succession planning chart was updated with Board members volunteering for specific committees

8. Appointment of Board Alliance liaison representative
- Lesley Scharf will be this years Alliance liaison representative

9. Date and time of Board orientation sessions:
- Governance committee will be planning a meeting for August to organize the Board Orientation as well as a mentor for new Board member
- Board Manual is available to review prior to Board Orientation

10. Board meeting schedule for 2025-26 (day, time, location):
- It was agreed that meetings will be held on the fourth Tuesday of each month at 4:00 p.m., rotating between the Lanark and Carleton Place locations. No meetings will be scheduled in July, August, or December. Meetings in January, February, and March will be held virtually.

11. New Business:

11.1 Governance workshop on July 16th with Adrianne Tetley
- Reminder that the Governance workshop will be held at the Carleton Place location from 9am-3pm

12. Date, time, location of next Board meeting:
- September 22nd, 4pm at the Carleton Place location (30 Bennett St)

13. Meeting adjourned: 4:53pm