

**Board of Directors Meeting Minutes  
CCHC Boardroom  
September 6<sup>th</sup>, 2017  
3:00p.m. – 5:00 p.m.**

**Board Members in Attendance:** Steve Ashton                      Samantha McConnery  
John Borrowman                      Peter Musil  
Dan Sparks                              Sandra Demchuk  
Rob Seeley

**Board members Absent:** Sue Anderson

**Others in Attendance:** Dougal Forteath, CCHC  
Michael Fark, ToC

Steve Ashton called the meeting to order at 3:06pm.

**1) Agenda Approval**

**Motion 2017.110 Moved by Steve Ashton to approve the agenda as presented**

**CARRIED**

**2) Approval of Minutes**

August 16th

**Motion 2017.111 Moved by Dan Sparks to approve the August 16th meeting minutes as presented**

**CARRIED**

**3) Business Arising from Minutes:**

None

**4) a. Report from Administration**

The Board accepted the Report from Administration as information.

**Motion 2017.112 Moved by Peter Musil to go in-camera at 3:50pm to discuss this item as disclosure of this information would be harmful to the business interests of a third party**

**CARRIED**

**b. Mountain Haven Co-operative Housing – confidential**

**Motion 2017.113 Moved by Peter Musil to come out of camera at 4:26pm**

**CARRIED**

**Motion 2017.114 Moved by Dan Sparks that CCHC agrees to attend a stakeholder meeting set up by MHCH as requested August 31 2017, without pre-conditions.**

**CARRIED**

c. CCHC 2018 draft business plan

**Motion 2017.115 Moved by John Borrowman to approve the 2018 business plan as presented.**

**CARRIED**

d. CCHC Managing Director performance review template

The performance review template will be circulated to Board members electronically and a completion date will be identified.


e. CCHC: Communication strategy for 2018 forward Board recruitment

The Board accepted the roll-up of the communication session as information and noted this document will be used in achieving the 2018 goal specific to increasing community awareness of CCHC's programs and brand.

**7) Meeting Adjournment**

**Motion 2017.116 Moved by Peter Musil to adjourn the meeting at 4:52pm**

**CARRIED**

  
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Managing Director

  
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Vice Chair