



**2023-2024  
Board of Directors Meeting  
A G E N D A**

**Monday, April 8, 2024  
5:30 p.m.  
Conference Room #1  
The Dunn Building, 440 Elgin St.,  
Brantford**

**Board of Directors' Core Gift**  
*"Our signature Core Gift is improving integrity, being forward thinking, being engaged and doing more!"*

**April is National Volunteer Month in Canada**

*To our Board of Director Volunteers,  
you have our deepest gratitude for your commitment to serve and we thank you on behalf of the people we support, our staff and our stakeholders for your willingness to be a Volunteer.  
"The heart of a volunteer beats in service to others."*

**Agenda Code:**

**Red: Motion Required    Green: For Information    Blue: For Discussion**

TIME		ITEM	
Timekeeper and Meeting Evaluator: Tim Papez			
Approx. 5 minutes	1.0	Call to Order	
	2.0	<b>Recommendation No. 2023/2024 – 24:</b> Approval of Jim McAlpine for his Membership in the Corporation and his appointment to the Board of Directors of the Corporation effective immediately for a 2-year term	To Be Presented
	3.0	<b>Recommendation No. 2023/2024 – 25:</b> Approval of Matthew Marriott for his Membership in the Corporation and his appointment to the Board of Directors of the Corporation effective immediately for a 2-year term	To Be Presented
	4.0	<b>Approval of Agenda</b>	
	5.0	Declaration of Conflict of Interest	
	6.0	<b>Approval of Minutes of Meeting held February 5, 2024</b>	Attachment
20 minutes	7.0	Financial and Administrative Support Services Updates - Kathryn Dubicki, Senior Director	Attachments
	7.1 (A)	Financial Report with Financial Statements and Summary for the period ended January 31, 2024	
	7.1 (B)	Financial Report with Financial Statements and Summary for the period ended February 29, 2024	

		7.2 Human Resources and Health and Safety Update 7.3 Property and Information Systems Report 7.4 People Receiving Services Summary Report 7.5 Transfer Payment Cycle 7.6 Fiduciary Responsibilities	
10 minutes	8.0	Executive Director's Report	Attachment
5 minutes	9.0	New Business	
	9.1	<b>Ratification of email vote for Recommendation 2023/2024 – 27:</b> Approval of the renewal of the General Insurance Program for Community Living Brant with Intact Public Entities and CFC (Cyber) for 2024/2025	Attachment
	9.2	<b>Recommendation No. 2023/2024 – 26:</b> Renewal of Memberships in the Corporation for April 1, 2024 to March 31, 2025	Attachment
	9.3	Results of Survey on Agenda Distribution Preference	To Be Presented
	9.4	Serious Occurrences Reported to the Ministry in February and March	To Be Presented
20 minutes	10.0	In Camera	To Be Presented
2 minutes	11.0	Monthly Meeting Evaluation – Tim Papez	To Be Presented
	12.0	NEXT MEETINGS: <ul style="list-style-type: none"> <li>• <b>Business Meeting:</b> Monday, May 6, 2024 – 5:30 p.m. – Conference Room #1 at The Dunn Building</li> <li>• <b>Business Meeting:</b> Monday, June 3, 2024 - 5:30 p.m. – Conference Room #1 at The Dunn Building</li> <li>• <b>Annual General Meeting:</b> Thursday, June 27, 2024 – 5:30 p.m. Conference Room #1 at The Dunn Building</li> </ul>	
	13.0	Adjournment	

**Distribution:**

Board:

Daniel Custodio, President      Lonnie Johnson, Vice-President  
Tricia Klunder, Treasurer      Cristin Ladner, Secretary/E.D.  
Marylou Chatland, Director      Greg Hall, Director  
Stefennie Jagt, Director      Tim Papez, Director  
Duncan Ross, Director

Administration:

Kathryn Dubicki, Senior Director  
Sara Collyer, Director, Supports and Com. Dev.  
Katie Gard, Director, Supports and Services  
Danielle Woodcock, Manager  
Wendy Matthews, Administrative Assistan

**How to Send Regrets:**

**Prior to meeting date or on day of meeting before 4:30:**

Wendy - 519-756-2662 – Ext. 210 or Email:  
[wendymatthews@clbrant.com](mailto:wendymatthews@clbrant.com)  
Cristin - 519-756-2662 – Ext. 218 or Email:  
[cristinladner@clbrant.com](mailto:cristinladner@clbrant.com)

**After 4:30 on day of meeting:** BY EMAIL ONLY to  
Cristin or Wendy as our Reception closes at 4:30 pm