



— NIAGARA PENINSULA —
CONSERVATION FOUNDATION

BOARD OF DIRECTORS MEETING

FDN-BOD-01-23

February 2, 2023

11:00 a.m.

Hybrid Meeting

MINUTES

Chair Insinna called the meeting to order at 11:05 a.m. and recognized both Board Members and NPCA staff present.

ATTENDANCE

BOARD OF DIRECTORS

Tom Insinna, Chair

Mike Balsom, Director

Donna Cridland, Treasurer

Rob Foster, NPCA Chair

NPCA

Lise Gagnon, Director, Corporate Services, NPCF Assistant Treasurer

Gina Shaule, NPCA Administrative Assistant

Chandra Sharma, CAO

Grant Bivol, Clerk

ABSENT (WITH REGRETS)

Barbara Greenwood, Vice-Chair

Diana Huson, Director

1. ADOPTION OF AGENDA

1.1 Addition of items

1.2 Change in order of items

1.3 Motion to approve agenda

Resolution No. BOD-01-23:

Moved by: Donna Cridland

Seconded by: Mike Balsom

THAT the agenda for the NPCF Board of Directors' Meeting FDN-BOD-01-23 held February 2, 2023,
BE APPROVED.

CARRIED

2. DECLARATION OF CONFLICT OF INTEREST

There were no declarations of conflict of interest during this meeting.

3. APPROVAL OF FOUNDATION MINUTES

3.1 Approval of the NPCF Board of Directors Meeting's minutes dated December 19, 2022.

Resolution No. BOD-02-23:

Moved by: Mike Balsom

Seconded by: Donna Cridland

THAT the minutes of the NPCF Board of Directors' Meeting FDN-BOD-05-22 held December 19,
2022, **BE APPROVED.**

CARRIED

4. COMMENTS FROM THE CHAIR

The Chair spoke generally on prospects for the capital fundraising campaign.

5. COMMENTS FROM NPCA CHIEF ADMINISTRATIVE OFFICER

CAO Sharma did not offer comment.

6. CORRESPONDENCE

There was no correspondence to be considered during this Meeting.

7. DEPUTATIONS AND PRESENTATIONS

There were no Deputations or Presentations at this Meeting.

8. ITEMS FOR INFORMATION

There were no Items for Information at this Meeting.

9. DISCUSSION ITEMS

9.1 NPCF 2023 Draft Workplan – Discussion ensued with clerical amendments and clarification to various items in the workplan.

Resolution No. BOD-03-23:

Moved by: Donna Cridland

Seconded by: Mike Balsom

THAT the Niagara Peninsula Conservation Foundation 2023 Annual Workplan **BE APPROVED.**
CARRIED

9.2 Approval of NPCF Planning Study Report and Development and Donor Relations Officer Role and Responsibilities

Resolution No. BOD-04-22:

Moved by: Mike Balsom

Seconded by: Donna Cridland

1. **THAT** the Niagara Peninsula Conservation Foundation Planning Study Report dated January 25, 2023 as prepared by the Armstrong Strategy Group **BE APPROVED** to remain private and confidential.

2. **AND THAT** the Development and Donor Relations Officer Role and Responsibilities **BE APPROVED.**

CARRIED

9.3 NPCF 2023 Board of Directors Recruitment Process – CAO Sharma spoke and discussion ensued in respect of seeking Directors from Haldimand and Hamilton, the number of additional Directors to be sought, potential candidates, outreach initiatives and donations from Directors.

Resolution No. BOD-05-22:

Moved by: Donna Cridland

Seconded by: Mike Balsom

1. **THAT** the NPCF Board Recruitment Process document dated February 2, 2023 **BE ADOPTED** and **IMPLEMENTED** effective immediately.

2. **AND THAT** staff **BE DIRECTED** to update the Board Skills Inventory.

CARRIED

9.4 Year-End Financial Update – Verbal by Lise Gagnon, NPCA Director, Corporate Services, NPCF Assistant Treasurer – Ms. Gagnon reviewed the financial report provided to Members who then posed questions.

Resolution No. BOD-06-22:

Moved by: Donna Cridland
Seconded by: Mike Balsom

THAT the 2022 Budget Variance Report document and verbal update by Lise Gagnon, NPCA Director, Corporate Services, NPCF Assistant Treasurer RE: Year-End Financials **BE RECEIVED.**

CARRIED

9.5 Bench Program, Events, and Balls Falls Gallery Update – Verbal by Adam Christie, NPCA Director, Conservation Areas – Mr. Christie presented and discussion ensued in respect of memorial (commemorative) benches, the Thanksgiving Festival, raffles, the Holiday Trail, the Ball's Falls Gallery and scanning boxes.

Resolution No. BOD-07-22:

Moved by: Mike Balsom

Seconded by: Donna Cridland

THAT the verbal update by Adam Christie, NPCA Director, Conservation Areas RE: Bench Program, Events, and Balls Falls Gallery **BE RECEIVED.**

CARRIED

10. NEW BUSINESS

10.1 Gala Event / Wild Game Dinner – The Board discussed alternatives to the golf tournament including the popularity of past wild game dinners. It was decided that Niagara College would be approached to discuss the possibility of arranging a wild game dinner.

Resolution No. BOD-08-22:

Moved by: Donna Cridland

Seconded by: Mike Balsom

1. **THAT** the Board **DEFER** plans in 2023 for a golf tournament.
2. **AND THAT** staff **INVESTIGATE** planning for development of a gala event.

CARRIED

11. CLOSED SESSION

There was no closed session at this Meeting.

12. ADJOURNMENT

The Chair called Meeting FDN-BOD-01-23 held on February 2, 2023 adjourned at 12:29 p.m..

DRAFT