

**Wheatland Family and Community Support Services (WFCSS)  
Organizational Meeting Minutes of October 23, 2019**

Minutes of the Meeting of the Wheatland Family & Community Support Services (WFCSS) held at Wheatland County Offices – October 23, 2019

**Board Members**

L. Schultz, Village of Hussar (regrets)  
D. Burke, Village of Rockyford  
J. Pedersen, Village of Standard  
D. Biggar, Wheatland County  
A. Link, Wheatland County

**WFCSS CAO:**  
**Recording Secretary:**

L. Walker  
C. Harder

**Call to Order**

**WALKER CALLED** the meeting to order at 6:44 pm.

**Appointments:**

**Chair**

Walker called for nominations for the position of Chair.

Link nominated J. Pedersen for the position of Chair.

**Resolution 19-10-01**  
Nominations Cease  
(Chair)

**BURKE MOVED** to cease nominations.

Carried.

Pedersen was declared Chair for the ensuing year.

\*Note: J. Pedersen assumed chair responsibilities at 6:45pm.

**Vice Chair**

Pedersen called for nominations for position of Vice Chair.

Pedersen nominated A. Link for position of Vice-Chair.

**Resolution 19-10-02**  
Nominations Cease  
(Vice Chair)

**BURKE MOVED** to cease nominations.

Carried.

Link was declared Vice Chair for the ensuing year.

**Finance  
Committee**

The Finance Committee is to be comprised of the Chair, Vice Chair and one other Board member.

PEDERSEN called for nominations for the Finance Committee.

BIGGAR nominated D. Burke for Finance Position.

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**Resolution 19-10-03**  
Nominations Cease  
(Finance)

**LINK MOVED** to cease nominations.

Carried.

Burke was declared the third member of the Finance Committee (with Chair Pedersen and Vice Chair Link) for the ensuing year.

Personnel  
Evaluation

The Personnel / Evaluation Committee will consist of two Board members.  
Pedersen nominated Schultz and Biggar to the Personnel / Evaluation Committee.

**Resolution 19-10-04**  
Nominations Cease  
(Personnel / Evaluation)

**PEDERSEN MOVED** to cease nominations.

Carried.

Schultz and Biggar were declared as the Personnel / Evaluation Committee for the ensuing year.

Policy  
Committee

The Policy Committee will consist of Chair and Vice Chair.

**Resolution 19-10-05**  
Policy Committee

**BIGGAR MOVED** to declare Chair (Pedersen) and Vice Chair (Link) participants on committee.

Carried.

Auditor  
**Resolution 19-10-06**  
Auditor

**BURKE MOVED** to accept AVAIL accounting firm as auditors as per their ongoing contract term with WFCSS.

Carried.

Meeting Dates  
**Resolution 19-10-07**  
Meeting Dates

**BIGGAR MOVED** to set WFCSS regular meetings (with supper) to fourth Wednesday of every month at Wheatland County.

Carried.

Signing Authority  
**Resolution 19-10-08**  
Signing Authority

**PEDERSEN MOVED** that signing authorities for bank account 15219355 for the ensuing year be Joe Pedersen (Chair), Amber Link (Vice Chair) and Lynn Walker (Chief Administrative Officer) (no modifications from previous year) and there be two signatures on each payment / withdrawal as per policy.

Carried.

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Adjournment  
Resolution 19-10-09  
Adjournment

**BURKE MOVED** to adjourn at 6:50 pm.

Carried.



Chair



Recording Secretary