

**Wheatland Family and Community Support Services (WFCSS)  
Organizational Meeting Minutes of December 5, 2018**

Minutes of the Organizational Meeting of the Wheatland Family & Community Support Services (Wheatland FCSS) held at Village of Rockford Municipal Office, Rockyford, Alberta; Wednesday, December 5, 2018.

**Board Members**

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

FCSS Chief Administrative Officer:  
Recording Secretary:

L. Walker  
C. Harder

**Call to Order**

**WALKER CALLED** the meeting to order at 7:20 pm.

**Appointments:**

**Chair**

Walker called for nominations for the position of Chair.  
Burke nominated J. Pedersen for the position of Chair.

**Resolution 18-12-01**  
Nominations Cease  
(Chair)

**BURKE MOVED** to cease nominations.

Carried.

Pedersen was declared Chair for the ensuing year.

**Vice Chair**

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

**Resolution 18-12-02**  
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.

PEDERSEN nominated D. Burke for Finance Position

**Resolution 18-12-03**  
Nominations Cease  
(Finance)

**PEDERSEN MOVED** to cease nominations.

Carried.

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

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Personnel  
Evaluation

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

**Resolution 18-12-04**  
Nominations Cease  
(Personnel / Evaluation)

**PEDERSEN MOVED** to cease nominations.

Carried.

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

Policy Committee

The Policy Committee will consist of Chair and Vice Chair.

**Resolution 18-12-05**  
Policy Committee

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

Carried.

Auditor

**Resolution 18-12-06**  
Auditor

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

Carried.

Meeting Dates

**Resolution 18-12-07**  
Meeting Dates

**BURKE MOVED** to set WCFSS regular meetings (with supper) the fourth Wednesday of every month at Wheatland County as presented for 2018-2019.

Carried.

Signing Authority

**Resolution 18-12-08**  
Signing Authority

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

Carried.

Adjournment

**Resolution 18-12-09**  
Adjournment

**BURKE MOVED** adjournment at 7:24pm.

Carried.

  
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Chair  
  
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Recording Secretary