

**Wheatland Family and Community Support Services (WFCSS)
Organizational Meeting Minutes of November 29, 2017**

Minutes of the Organizational Meeting of the Wheatland Family & Community Support Services (Wheatland FCSS) held at Wheatland County Office, Strathmore, Alberta; Wednesday, November 29, 2017.

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 CAO: L. Walker
Recording Secretary: C. Harder

Call to Order **WALKER CALLED** the meeting to order at 6:15 pm.

Resolution 17-11-01
Approval of
Agenda

PEDERSEN MOVED to adopt the agenda.

Carried.

Appointments:

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

Resolution 17-11-02
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
Burke nominated A. Link for position of Vice-Chair

Resolution 17-11-03
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 17-11-04
Nominations Cease
(Finance)

PEDERSEN MOVED to cease nominations.

Carried.

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

Personnel
Evaluation

The Personnel / Evaluation Committee will consist of two Board members

Committee.

Burke nominated Schultz and Biggar to the Personnel / Evaluation

Resolution 17-11-05
Nominations Cease
(Personnel / Evaluation)

PEDERSEN MOVED to cease nominations.

Carried.

Committee.

Schultz and Biggar were declared as the Personnel / Evaluation

Policy Committee

The Policy Committee will consist of Chair and Vice Chair.

Resolution 17-11-06
Policy Committee

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

Carried.

Auditor

Resolution 17-11-07
Auditor

PEDERSEN MOVED to accept AVAIL accounting firm as auditors as per their ongoing term (second year of three year contract) with WFCSS.

Carried.

Meeting Dates

Resolution 17-11-08
Meeting Dates

BURKE MOVED to set WCFSS regular meetings (with supper) the fourth Wednesday of every month at Wheatland County.

Carried.

Signing Authority

Resolution 17-11-09
Signing Authority

LINK MOVED that signing authorities for bank account 15219355 for the ensuing year be Pedersen (Chair), Link (Vice Chair) (replacing/removing B. Bland) and Walker (Chief Administrative Officer) and there be two signatures on each payment / withdrawal as per policy.

Carried.

Adjournment

Resolution 17-11-10
Adjournment

BURKE MOVED adjournment at 6:21pm.

Carried.

Chair

Recording Secretary