



MEETING ATTENDEES			
Adam Olivero - Chair	✓	Susan Sakal - Councillor Rep.	✓
Pierre Valley - Vice Chair		Rachel Taylor	✓
Michelle Eccles	✓	Angela Wainscott - Recording Secretary	✓
Brandon Koebel - Councillor Rep.	✓	Christine Samson	✓
April Marshall - Town Rep.	✓		

Call to Order	Adam Olivero called the meeting to order at 5:03 PM
Disclosure of Pecuniary Interest	N/A
Approval of Agenda	MOTION 1: Made by Angela Wainscott Seconded by Brandon Koebel THAT the meeting minutes be approved as circulated. CARRIED.
Approval of Previous Minutes	MOTION 2: Made by Rachel Taylor Seconded by Susan Sakal THAT the meeting minutes be approved as circulated. CARRIED.
Election of Officers	Christine Samson opened the floor for the nomination of chair: Angela Wainscott nominated Adam Olivero No other nominations were presented. Carried. Christine Samson opened the floor for the nomination of Vice Chair: Brandon Koebel nominated Pierre Valley for Vice Chair. No other nominations were presented. A note was made that Pierre had agreed to let his name stand for this position for the 2023/24 year term. Carried.

	<p>Christine Samson opened the floor for the nomination of Secretary:</p> <p>Susan Sakal nominated Angela Wainscott</p> <p>No other nominations were presented</p> <p>Carried.</p> <p>MOTION 3: Made by Susan Sakal Seconded by Rachel Taylor THAT the above positions be filled as voted upon. CARRIED.</p>
<p>Business Arising from Previous Minutes</p>	<p>Boot Camp Update</p> <ul style="list-style-type: none"> - Schedule has been prepared - BC Hughes will be on site to capture B Roll footage of the day - Georgian College has been asked to set up a table to promote - 22 people have registered for the event and the registration remains open - 21 people have registered for the stakeholder lunch - Board members in attendance are asked to wear LP shirts and arrive at 10:30 AM <p>By-Laws</p> <ul style="list-style-type: none"> - There has been no response from Hicks and Hicks in regards to the By-Laws <p>Fundraising</p> <ul style="list-style-type: none"> - The generic fundraising letter has been completed and given to April <p>Community Foundation Grant</p> <ul style="list-style-type: none"> - Funds have been returned to the community fund <p>Key/Pin Code access for facility rentals</p> <ul style="list-style-type: none"> - A suggestion was presented to add a lock box for renters to ensure funds are being made. - Concerns were brought forward regarding potential holes in insurance coverage - Insurance will be looked into to determine if the suggestion is viable <p>Facility Cleaning</p>

	<ul style="list-style-type: none"> - Brian will be back by the end of July - Board expressed a feeling of congestion due to clutter <p>LP Email and Google Chat</p> <ul style="list-style-type: none"> - Various members of the Board use the chat and email systems differently. Going forward, all information pertaining to meetings will go through email. Board has been asked to refrain from using outside emails.
Financials (May 31)	<ul style="list-style-type: none"> - CWB testing is down due to the lack of a grant received by Trade Start Program through Salvation Army - Program revenue is down due to changes underway in Operations - Donations are almost double last year and a breakdown will be presented at the next meeting - Financials shown do not reflect the rescinded donations from the Community Foundation Grant - No fundraising budget for the year 2023 - The board will begin formalising budget expectations to be reviewed monthly for the key areas of focus: Adult Programming, Youth Programming, Field Trips, Rentals <p>MOTION 4: Made by Rachel Taylor Seconded by Michelle Eccles THAT May Financials be approved as presented. CARRIED.</p>
	<ul style="list-style-type: none"> - Report will be presented as a staff report.
Operations Manager Report	<p>Elly Greene Template - Social Business Model</p> <ul style="list-style-type: none"> - Christine has prepared multiple documents for various adult programming as seen below - Still to do are PD days, Field Trips, Youth and Seniors Memberships, Workshops, Seniors and Respite, etc. <p>Smart Serve</p> <ul style="list-style-type: none"> - Hard to find an instructor because it is offered online. - Christine is in contact with safe food handling program offerings with the Y <p>G-Class Drivers Licence</p> <ul style="list-style-type: none"> - Life Directions has a subsidy to do part 2 of the

drivers ed. G2

- G1 Course for students with barriers

Monthly Dance Parties

- Chaperoned DJ dance parties
- Focus on youth
- Provides volunteer hours

CWB Welding

- Salvation Army is interested in doing it again if they receive the grant
- Christine will reach out to past attendees and invite them to get there certificates

Working at Heights

- Successful working at Heights event
- Would like to market it and book events every 2 months. (The instructor receives 70% of the revenue)

T-Shirts

- T-shirts are here and available for all board members

Chamber Golf Tournament

- Wednesday September 6th 12:30-5 PM
- Michelle, Angela and Susan will volunteer for the putting tournament

July 13th Itinerary

- Itinerary were shared with the Board
- BC Hughs will be coming in as part of the incentive within the HIPP Program Initiative to film four videos.
 - "This is LP"
 - "Donate to LP"
 - "LP Field Trip Info. for Teachers"
 - "Trades are cool"

Life Directions

- Life Directions, a support for helping people with barriers receive employment is now renting the facilities every Tuesday

Staff Concerns

- Camp Brain knowledge is needed
- Moving forward, any concerns by staff should be presented VIA email within a report sent prior the meetings of the board

	<p>Welcoming Week</p> <ul style="list-style-type: none"> - Bruce Grey Mentorship partnership with LP and HIPP Apprenticeshop volunteer fair
<p>Sub-Committee Reports</p>	<p>GOVERNANCE</p> <ul style="list-style-type: none"> - Reviewing and updating procedures - Planning for Board Recruitment - Procedures for communicating with committees (what comes to the Board VS the Committees VS ED) <p>FUNDRAISING</p> <ul style="list-style-type: none"> - Committee to come up with a list of program needs to confirm if Square has the capabilities of a Fundraising Software <p>If we have the following in place: Ongoing Planned Programs for fall 2023, spring 2024 & fall 2024 Volunteers & Teachers Staff Fundraising Rep. Staff Sponsorship Rep. Budget - \$13,000</p> <ul style="list-style-type: none"> - Matching gift Giving Tuesday - Charity Golf Space - November Mass Mail Appeal - Project Specific Sponsorship Packages <p>With what is currently in place: Budget \$1,000</p> <ul style="list-style-type: none"> - Matching Gift Giving Tuesday with a needs priority plan - Charity Golf Space - November Mail Out to Existing List <ul style="list-style-type: none"> - Noted: Sponsorship based on programs (not based on facilities). Facility sponsorships would be used to upgrade facilities, not to cover debt.

	<ul style="list-style-type: none"> - Fundraising committee should be made aware of fundraising/grant/sponsorship opportunities as they arise ie. golf tournament <p>OPERATIONS</p> <ul style="list-style-type: none"> - Have been meeting with Elly and will have a group meeting July 24 from 12 PM - 2 PM - A plans for Operations for the next 3 quarters is needed
Other Business	<p>Icicle Tricycle</p> <ul style="list-style-type: none"> - Christine to find Icicle Tricycle - Christine to start Icicle Tricycle Elly template <p>ED Plan</p> <ul style="list-style-type: none"> - Priorities of focus: ED laptop and Hard Drive cleanup - Clarifying policies and procedures of each staff member - Performance evaluations in place - Working with each committee to achieve organization goals
In Camera	N/A
Adjournment	MOTION 5: Made By Susan Sakal that the meeting be adjourned at 9:17 PM

Adam Olivero - Board Chair

Angela Wainscott - Recording Secretary