



# Agenda & Meeting Minutes

**Location:** February 13, 2023 via Zoom

**Time:** 6pm

**Attendees:** Julie, Kendra, Erin, Leigh, Grace, Amanda, Nicole, Louise

**Regrets:** Breanna

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1. **Call to Order at 6:00**
2. **Approval of January's minutes** – Moved by <Amanda>. Seconded by <Kendra>.
3. **Approval of agenda** with addition of rental proposal – Moved by <Leigh>. Seconded by <Grace>.
4. **Working Business**
  - **changing banks** – Amanda: RBC. Spoke with small business consultant. Meeting tomorrow at 10 am. 5 dollar per month business account – Digital Advantage Package. Move all transactions to an online platform which can be accessed by multiple people (3, maybe?). We would not have physical cheques, but may be able to order them. 20 transactions per month (more than that is a dollar a piece), and can also get a secured credit account (we give them a lump sum as collateral). Will need 2 people to open account, 3rd signer can simply fill out paperwork at the desk. Julie thinks this will work for us, will maybe be more transparent. We can discuss the credit card at a future meeting. Erin moves to change our banking institution, Seconded by Kendra, approved by consensus. Julie asked if we'd like to go forward with the credit card. Members asked for more information, therefore Defer this to next meeting.
  - **addition of extra signer** – Julie put out a call for a 3rd signing authority. No volunteers.
  - **approving bookkeeper** – Erin moves, Grace seconds using Matt Purcell as our accountant. Approved by consensus. Kendra moves that we ask him to go after our HST, Amanda Seconds. Approved by consensus.
  - **Suggestion for grant funds** – Applying for a federal grant distributed through red cross COVID recovery, can ask for 100,000. Asking for grant funds for 5 days a week or a part time staff person. Argument is that we are busier than ever before covid. A one-time funding. Kendra suggested using funds to create a video series to help serve community members who are under-served. These videos could be sent to schools in our service area that we just can't get to, but also can extend our reach to areas that don't have a Centre such as Yarmouth and the Valley. The funding could be used as a temporary employee for this project. Julie will distribute the application.
  - **update on who distributes safer sex supplies on the South Shore** – Julie has been involved with numerous conversations with a number of agencies about who is responsible for supplying condoms and such for schools on the south shore.
5. **Rental Proposal** – In camera. Motion (Leigh) to peruse, in principle, a tenancy agreement with Avalon. Seconded by Grace. Approved by consensus. Louise suggested getting a sharps container.

6. Setting next meeting date. TBD
7. Motion to adjourn – Adjourned.

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Signed by Chair & Secretary

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Typed by: