

**CFDC of Peace Liard
Board of Director's ZOOM Meeting
June 17, 2020 – 12:02 pm**

Present:	Russ Beerling Naomi Larsen Cheryl Montgomery John Powell	Carol Painter Jannah Kohlman Michael Whalley Lori Archibald
Staff:	Sue Kenny Bonnie McLean	Tracy Meszaros
Regrets:	Dustin Bodnaryk Michael Kurjata	Marnie Sanford

1. **Call to Order:** Russ Beerling

The meeting was called to order at 12:02

2. **Adopt Agenda**

Moved by Lori Archibald

Seconded by Naomi Larsen
Carried

3. **Adoption of May 20, 2020 Minutes**

Moved by Michael Whalley

Seconded by Lori Archibald
Carried

4. **Old Business**

A. *Electronic board motions to be included with the board meeting minutes.*

1. Motion by email to approve to sign the Regional Relief Recovery Fund Loan Agreement dated on June 15th, 2020. **Moved by Cheryl Montgomery, Seconded by Naomi Larsen**

2. Motion by email to approve the WD Annual Performance Report for 2019-20 Fiscal Year dated June 12, 2020. **Moved by Michael Kurjata, seconded by Russ Beerling**

3. Motion by email to approve Emergency Business Loan Fund for up to \$20,000.00 **Moved by Michael Whalley, seconded by Carol Painter.**

4. Motion by email to approve that the General Manager and BA have the authority to approve the Regional Relief Recovery Loan Applications up to \$40,000.00 dated on May 29th, 2020. **Moved by Lori Archibald, seconded by Michael Kurjata.**

THAT the above motions be reflected in the minutes

Moved by Michael Whalley

Seconded by John Powell
Carried

B. Northeast Regional Business Survey Covid-19 results emailed

C. RRRF Letter of Offer for 750,000.00 loan fund in process of signing

D. Executive Positions will be reviewed at our AGM July 15th – Chair, Vice Chair, Secretary/Treasurer

5. Reports

1. General Manager
2. Finance Report – See Attached
3. Loans – See Attached
4. Community Futures Peace Liard Emergency Loan Fund
5. Regional Relief Recovery Fund

THAT the departmental reports be accepted as presented.

Moved by Cheryl Montgomery

Seconded by John Powell
Carried

6. New Business

A) Policy Review

i) New Loan Policies Presented for Review

1. Loan Policy to **Guide Regional Relief and Recovery Fund (RRRF)** as presented.
2. Loan Policy for **Community Futures Emergency Loan Fund** as presented.
3. Policy in regards to Western Economic Diversification Interest Rate Policies on effective November 1, 2019 to approve that Community Futures Peace Liard can charge interest rates less than the prime rate plus two percent on any loan from their Investment Fund as defined in the Contribution Agreement with WD. The minimum interest rate or the prime rate is the “prime business rate” set by the bank of Canada.

ii) New Covid Policies and Procedures Presented for Review

- CFPL Covid-19 Exposure Control Plan
- CFPL Response to Suspected or Positive Covid-19 Case

Tabled until next meeting.

- B. NDIT Grant for \$75,000.00 to hire a Regional Business Liaison for a term of one year has been approved. The Liaison has been hired. Fran Haughian will start on July 13th, 2020.
- C. Dawson Creek Business Downtown Façade Program New Guidelines for 2020 Covid Response
- D. Northern Community Futures Partnership Business & Admin Support Position

7. Next Meeting

The 3rd Wednesday the month - July 15,2020 (AGM)

8. Adjournment

That the meeting be adjourned at 12:56 pm

Moved John Powell

Chairperson

Director