

Sample Board Agenda & Agenda Item Cover Sheet

Urban City Family Centre Board Meeting

Tuesday, February 9, 2019 @ 4:30-6.30pm

Location: Smith partners law firm 100 Georgia St. W. Suite 500

** Light refreshments available from 4:00 pm

AGENDA ITEM	ACTION RECOMMENDATION	PRESENTER	TIME
1. Welcome, call to order; - call for any conflicts of interest; -board chair remarks, and introduction of new mission-focused video	Declare Information	Board Chair	4.30-4.40pm (10 mins)
2. Approval of the agenda	Approve	Board Chair	4.40-4.41pm (1 mins)
3. Approval of the minutes from the December 12, 2018 meeting	Approve	Board Chair	4.40-4.42 (1 mins)
4. Approval of the consent agenda: - 2019/2020 board meeting dates - Q4 preliminary financial statements - Complaints report - Event committee wrap-up report	Approve	Board Chair	4.42-4.43pm (1 mins)
5. Chief executive's report - discussion on impact of new advocacy legislation for charities	Discussion Information	Chief executive	4.43-5.15pm (32 minutes)

Boards That Work

- Q4 compliance report			
6. Governance Committee: - new risk management policy	Approve	Chair of Governance Committee	5.15-5.35pm (20 mins)
7. Capital redevelopment task force - feedback on identified priorities	Discussion	Chair of Capital Redevelopment Task Force	5.35-5.55pm (20 mins)
8. Finance Committee: - plans and issues related to upcoming 2018 audit	Information	Chair of Finance Committee	5.55-6.05pm (10 mins)
9. Other business and confirm next meeting date	Discussion	Board Chair	6.05-6.08pm (3 mins)
10. Adjourn	Approve	Board Chair	6.08-6.10pm (2 mins)
11. In-Camera meeting - with Chief executive - without Chief executive	Discussion	Board Chair	6.10-6.20pm (10 mins) 6.20-6.30pm (10 mins)

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AGENDA ITEM COVER SHEET

Agenda Item:

Purpose:

Submitted by:

BACKGROUND:

RECOMMENDATION: