

**Minutes of the Board of Directors of the
Windsor Essex Economic Development Corporation**

Date: January 19, 2010
Time: 4:00 pm
Location: WindsorEssex Economic Development Corporation Boardroom

Present:

Lindsay Boyd, Chairperson
Joe Byrne, Michael Robinson, Ranjana Bird, Dave Cooke, Shelley Fellows
Mayor Eddie Francis, Warden Nelson Santos, Diane Soucie, Roy Verstraete, Mike Mueller

Absent:

None

WEEDC staff and invited guests:

Patrick Persichilli, WEEDC
Wendy Stark, WEEDC
Lee Anne Damphouse, WEEDC
Nancy Creighton, Board Advisor
Ron Gaudet

Call to order

Meeting was called to order by Chairperson Lindsay Boyd at 4:05pm.

1.0 Declaration of Conflict of Interest

Board member Ranjana Bird discloses a conflict of interest and abstains from voting on Item 6.3 i, Building Relocation, as her employer is under consideration for this project.

2.0 Approval of Agenda

Moved by Dave Cooke, seconded by Mike Robinson to accept the agenda as presented.

Carried.

3.0 Approval of Meeting Minutes of last Board Meeting

Moved by Dave Cooke to defer approval until next meeting to allow for correct completion, seconded by Mike Robinson.

Carried.

4.0 Board Correspondence

No items, no discussion.

5.0 Board Reports and Committee Business

5.1 Board Chairperson's Report

Moved by Joe Byrne to accept Chair's Report, seconded by Shelley Fellows.

Carried.

5.2 Sector Committee Reports

- i. Manufacturing**
- ii. Education – No items, no discussion.**
- iii. Life Sciences – No items, no discussion.**
- iv. Agri-Business**

Moved by Ranjana Bird to accept the **Manufacturing** Sector Committee Report (Item 5.2.i), seconded by Shelley Fellows.

Carried.

Moved by Ranjana Bird to accept the **Agri-Business** Sector Committee Report (item 5.2.iv), seconded by Shelley Fellows.

Carried.

5.3 Governance and By-Laws

- i. By-Laws – No Items, no discussion.**
- ii. Strategic Planning – Presentation**

Moved by Roy Verstraete to have WEEDC staff execute the exit clause in the current strategic planning contract with the vendor to allow the WEEDC to assess the strategic planning process with a formal report back to the WEEDC Board of Directors, seconded by Joe Byrne.

Carried.

5.4 Audit Committee Reports – No Items, no discussion.

5.5 Legal Issues – No Items, no discussion.

6.0 Administrative and Management Business

6.1 Regulatory Compliance Report

Moved by Eddie Francis to accept the WEEDC Management Regulatory Compliance Report, seconded by Mike Robinson.

Carried.

6.2 Operational Review

i. Financial Status and Financial Disclosures

Moved by Roy Verstraete to accept the WEEDC financial statements (item i) as presented, seconded by Dave Cooke.

Carried.

ii. Client and Business Development Report

iii. Legal Issues Report

iv. Partnerships, Stakeholder Engagement Report

v. Administrative and Organizational Issues

Moved by Roy Verstraete to accept the WEEDC Management and Operational Review Report (items ii-v) as delivered, seconded by Mike Robinson. Motion carried.

6.3 Special Projects and Administrative Reports

i. Presentation – WEEDC Relocation Initiatives

Moved by Roy Verstraete to affirm the WEEDC Board of Director's Support for a regional co-location initiative with Tourism-WindsorEssex Peele Island, and to ask for the board subcommittee and WEEDC staff to prepare a more comprehensive report and recommendation for Board Approval, seconded Mike Robinson.

Carried

6.4 Board Approvals and Direction - No items, no discussion

7.0 Other Business – No items, no discussion

8.0 Upcoming Events – No items, no discussion

9.0 Media Events – No items, no discussion

10.0 In-Camera Agenda – Personnel, Project, Legal Issue

Moved by Dave Cooke to move in-camera (5:45pm), seconded by Roy Verstraete.

Carried.

Moved by Roy Verstraete to move back to regular session (5:55pm), seconded by Mike Robinson.

Carried.

11.0 Adjournment

Moved by Mike Robinson to adjourn the meeting (6:05pm), seconded by Roy Verstraete.

Carried.

Accordingly, the meeting is adjourned at 6:05 pm

CHAIR: Lindsay Boyd

VICE-CHAIR: Joe Byrne

January 19, 2010 Board Minutes approved at the February 16, 2010 WEEDC Board Meeting

- *Motion to approve – Roy Verstraete*
- *Seconded by – Joe Byrne*