

**Minutes of the Board of Directors of the
WindsorEssex Economic Development Corporation**

Date: June 15, 2010

Time: 4:00 pm

Location: WindsorEssex Economic Development Corporation Boardroom

Present:

Lindsay Boyd, Chair

Ron Gaudet, President

Joe Byrne

Roy Verstraete

Mike Mueller

Dave Cooke

Diane Soucie

Ranjana Bird

Shelley Fellows

Mayor, Eddie Francis

Absent:

Mike Robinson

Warden Nelson Santos

WEEDC staff:

Patrick Persichilli, Exec VP, WEEDC

Lee Anne Damphouse, WEEDC, Board Liaison, Recorder

Call to order

The meeting was called to order by Chair, Lindsay Boyd, at 4:02 pm

1.0 Declaration of Conflict of Interest

Motion to move In-Camera by Roy Verstraete.

Carried

Moved by Roy Verstraete to move out of In-Camera session, seconded by Dave Cooke.

Carried

2.0 Approval of Agenda

Moved by Joe Byrne, seconded by Dave Cooke, to accept the agenda as presented.

Carried

3.0 Approval of Meeting Minutes of last Board Meeting

Moved by Mike Mueller, seconded by Ranjana Bird, to accept minutes from the April 20, 2010 board meeting.

Carried

4.0 Board Correspondence

No new items were brought forward.

5.0 Board Reports and Committee Business

5.1 Board Chairperson's Report

The Chair, Lindsay Boyd, briefly discussed “terms” for board members – Mike Mueller suggested that board committees should be setup first, then go forward with recommendations of terms – board members should start thinking of who should be on what committee.

Moved by Joe Byrne to accept the Chairperson's Report as presented, seconded by Roy Verstraete.

Carried

5.1.1 President's Report

The President, Ron Gaudet, spoke briefly about the Strategic Planning Session held on May 26, 2010, Internal Staffing Structure, the numerous engagements he has been involved with and the latest interview he had with In-Business Magazine.

Moved by Ranjana Bird to accept the President's Report, seconded by Joe Byrne.

Carried

5.2 Sector Committee Reports

- i. Manufacturing** – Roy Verstraete reported on events surrounding the manufacturing committee, including:
 - a. Lean Consortium
 - b. Red Bull Event concluded
 - c. APMA event concluded – Roy Verstraete elected to board of APMA
 - d. ITSMA Conference and CTMA coming up
 - e. National Biomaterial Council Conference – to be held in Windsor September 22-23, 2010
 - f. The next Manufacturing Sector Committee meeting is scheduled for Monday, July 19, 2010
- ii. Agri-Business** – Vice Chair, Joe Byrne reported on the “Local” event held on June 12 at Sobey's (Tecumseh Mall) and that it was an overwhelming success. The Downtown Farmers Market has also opened up on June 12, and this year there are approximately 30 vendors. Primary processing and full scale processing could be a next step – this is a wide open market and the opportunity is there. Joe Byrne also noted that the OMIF grant has been approved – this gives the committee more money to work with to continue the awareness of the Grow Local campaign. (Patrick Persichilli noted that the WEEDC won Best Marketing Submission in the Province from EDCO (Economic Developments Council of Ontario) – this award can help the WEEDC with additional funding.

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

Carried

Moved by Joe Byrne to accept the **Agri-Business** Sector Committee Report (item 5.2.ii), seconded by Roy Verstraete.

Carried

5.3 Governance and By-Laws

Moved by Roy Verstraete, seconded by Joe Byrne that the meeting move In-Camera.

Carried

- i. By-Laws – No new items
- ii. Relocation Initiative

Moved by Dave Cooke, seconded by Mike Mueller, that the recommendation made regarding relocation initiative be approved.

Carried

Moved by Roy Verstraete to move out of In-Camera session, seconded by Dave Cooke.

Carried

5.4 Audit Committee Reports – No new Items.

5.5 Legal Issues – No new items.

6.0 Administrative and Management Business

6.1 Regulatory Compliance Report

Moved by Ranjana Bird to accept the WEEDC Management Regulatory Compliance Report as presented, seconded by Roy Verstraete.

Carried

6.2 Operational Review

- i. *Financial Status and Financial Disclosures***
Financial statements were presented and reviewed.
- ii. *Client and Business Development Report***
Patrick Persichilli reported on several initiatives, economic activity, and upcoming trade missions/events taking place in the next few months.
- iii. *Legal Issues Report***
Patrick Persichilli discussed taxation and objectives for WEEDC.
- iv. *Partnerships, Stakeholder Engagement Report***
Patrick Persichilli reported on numerous events, and how the WEEDC is looking at key industries and sectors based on the outcome of the strategic plan.
- v. *Administrative and Organizational Issue***
Nothing to report on item v.

Moved by Ranjana Bird to accept the WEEDC report and items i, ii, iii and iv as presented, seconded by Roy Verstraete.

Carried

6.3 Special Projects and Administrative Reports

i. Strategic Plan Report

Ron Gaudet discussed the need to take the 10 building blocks of the Strategic Plan and categorize them under 4 elements (Prosper, Build, Connect, Achieve), then prepare a GAP analysis. Ask ourselves the questions, “What are we doing?” and “What are we not doing?”

The Work Plan will be prepared and brought to the board for review and approval by October 2010.

Ron also discussed the possibility of bi-monthly board meetings (to start either July or August) and the implementation of board committees. Committees suggested were:

- Governance
- HR/Compensation
- Finance

It was suggested that these committees be put in place before the next board meeting, scheduled for July 20, 2010.

Ranjana Bird asked if there was any thought as to the creation of other sector committees. Ron Gaudet said that this would come out of the strategic plan and can see many committees (with not only board members as representatives). The board’s role would be to facilitate and support these committees – to be a catalyst. Ron also mentioned that the focus of these committees needs to be “Diversification” – sectors cannot just be manufacturing and agriculture. The WEEDC needs to ask how to meet the needs of the companies that come to our region.

Moved by Roy Verstraete to accept the Strategic Planning Report as presented, seconded by Mike Mueller.

Carried

6.4 Board Approvals and Direction – No new items

7.0 Other Business

Moved by Mike Mueller, seconded by Roy Verstraete that the meeting move In-Camera.

Carried

Motion made by Roy Verstraete, seconded by Joe Byrne that a recommendation be made.

Carried

Moved by Mike Mueller, seconded by Roy Verstraete that the meeting move out-of-Camera.

Carried

Shelley Fellows wanted to note that the OAC (Ontario Aerospace Council) event *Wings of Innovation 2010* was a great event, good connections were made. Value to businesses and the community was tremendous.

Roy Verstraete asked if it was possible for board members to receive board meeting packages the Friday prior to monthly Tuesday board meetings.

8.0 Upcoming Events – No new items

9.0 Media Events – No new items

10.0 In-Camera Agenda

- Relocation Initiative
- Other Business

11.0 Adjournment

Motion to adjourn the meeting by Shelley Fellows at 5:44 pm, seconded by Dave Cooke.

Carried

Accordingly, the meeting is adjourned at 5:44 pm

CHAIR: _____

VICE-CHAIR: _____