

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

Date: March 23, 2010

Time: 11:30 am – 1:30 pm

Location: WindsorEssex Economic Development Corporation Boardroom

Present:

Lindsay Boyd, Chairperson

Ranjana Bird

Dave Cooke

Joe Byrne, Vice-Chair

Shelley Fellows

Diane Soucie

Mike Robinson, Sec-Treasurer

Roy Verstraete

Ron Gaudet, CEO, WEEDC

Eddie Francis – via conference call

Mike Mueller – via conference call

Absent:

Nelson Santos

WEEDC staff and invited guests:

Patrick Persichilli, Executive VP, WEEDC

Lee Anne Damphouse, WEEDC, Recorder

Call to order

Meeting was called to order by the Chair, Lindsay Boyd at 11:40 am.

1.0 Declaration of Conflict of Interest

None.

2.0 Approval of Agenda

Moved by Roy Verstraete, seconded by Joe Byrne to accept the agenda as presented.

Carried.

3.0 Approval of Meeting Minutes of last Board Meeting

Moved by Joe Byrne, seconded by Roy Verstraete to accept minutes from February 16, 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, reported that he has received good feedback on Ron Gaudet's meetings with community leaders and Essex County CAO's – has been well received.

Moved by Joe Byrne to accept Chair's Report, seconded by Dave Cooke.

Carried.

5.1.1 President's Report

The President, Ron Gaudet, reported that his recent outreach meetings with key stakeholders in industry and CAO's in the municipalities has been encouraging and successful and has shown that the time is right to move forward with Strategic Planning.

Moved by Roy Verstraete to accept President's Report, seconded by Joe Byrne.

Carried.

5.2 Sector Committee Reports

- i. **Manufacturing** – Roy Verstraete reported on lean consortium, as well as discussion on the Red Bull Event, ITSMA, and APMA events that are all taking place in June 2010. There are 2 new members that have joined the sector committee, those being Shelley Fellow (Radix Controls as well as a WEEDC board member) and Jimi Tjong (Ford). Ron Gaudet and Lindsay Boyd are planning on attending the next committee meeting which is scheduled for April 12, 2010.
- ii. **Education** – No report presented.
- iii. **Life Sciences** – No report presented.
- iv. **Agri-Business** – Vice Chair, Joe Byrne briefly discussed marketing initiatives and applications for additional funding.

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

Carried.

Moved by Joe Byrne to accept the **Agri-Business** Sector Committee Report (item 5.2.iv), seconded by Dave Cooke.

Carried.

5.3 Governance and By-Laws

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

The Secretary-Treasurer Mike Robinson reported on minutes from a Relocation Committee meeting held on March 17. A Request for Expression of Interest ad will be placed in the Windsor Star newspaper on Saturday, April 3 and Saturday, April 10. The deadline for submissions is April 30, 2010, whereas the submissions will be reviewed by the committee and shortlisted based on content and requirements met.

Moved by Mike Robinson to accept the Relocation report, 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 Shelley Fellows to accept the WEEDC Management Regulatory Compliance Report as presented, seconded by Joe Byrne.

Carried.

6.2 Operational Review

i. Financial Status and Financial Disclosures

Financial statements not provided as the audit is just being completed. A resolution is required to accept the amended budget, now that the City of Windsor and County of Essex have completed theirs.

Moved by Ranjana Bird to accept the WEEDC report (item i) as presented, seconded by Roy Verstraete.

Carried.

ii. Client and Business Development Report

iii. Legal Issues Report

iv. Partnerships, Stakeholder Engagement Report

v. Administrative and Organizational Issues

Ron Gaudet proposed a discussion item for the next board meeting – a spring Board Planning Session to discuss Governance, Best Practices and Work Plan issues.

Nothing to report on items ii, iii, or iv.

ADJOURNMENT

Motion to adjourn regular board meeting session by Joe Byrne (12:20 pm), seconded by Ranjana Bird.

Carried.

IN CAMERA SESSION

Motion to move in camera by Joe Byrne, seconded by Roy Verstraete.

Carried.

OUT OF CAMERA SESSION

Moved by Joe Byrne (1:10 pm) that the special in camera meeting be adjourned, seconded by Roy Verstraete.

Carried

6.3 Board Approvals and Direction – No new items

7.0 Other Business – No new items

8.0 Upcoming Events – No new items

9.0 Media Events – No new items

10.0 In-Camera Agenda

In camera

11.0 Adjournment

Motion to adjourn the meeting by Joe Byrne (1:15 pm), seconded by Roy Verstraete.

Carried.

Accordingly, the meeting is adjourned at 1:15 pm

CHAIR: _____

VICE-CHAIR: _____