



Heart Defects Society of Windsor and Essex County

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Registered Charity Number #89893 7818 RR0001

Board of Directors Meeting Minutes

MEETING DATE	August 11, 2015		
MEETING LOCATION	HDS Office, 1479 Tecumseh Rd E.		
MEETING CALLED BY	Darren Womack, President		
TIME CALLED TO ORDER	7:07pm		
DIRECTORS IN ATTENDANCE	X	Darren Womack, President	Warren Hayes, Vice President
	X	Tiffany Benoit, Treasurer	X Stephanie Voakes, Secretary
	X	Beatrice Phelps, Social Events Director	X Krista Holland, Office Manager
OTHERS IN ATTENDANCE	Melissa Derikx, Glenn Dunn and Melanie Dunn		

OPENING OF MEETING AND MOMENT OF SILENCE

RECURRING AGENDA TOPICS

TOPICS	COMMENTS/CHANGES	OUTCOME
Approval of Agenda	1. Brief words from Darren	Movement to accept: Bea Seconded: Krista Passed: Unanimously
Approval of Minutes	1.	Movement to accept: Seconded: Passed: Unanimously

PRESIDENT'S REPORT – Darren Womack

DISCUSSION

1. Thanks everyone for their efforts over the course of the year
2. We are growing as a charity
3. Basically he put together on his idea of what to do moving forward
4. We are in a good financial place ending this fiscal year

TREASURER'S REPORT – Tiffany Benoit

DISCUSSION

1. N/A

Movement to accept:

Seconded:

Passed: Unanimously

BUSINESS TO BE DISCUSSED

ANNUAL GENERAL MEETING – Darren Womack

DISCUSSION

1. Up for election is Darren, Tiffany, Krista and Bea as well as potentially filling the empty director member
2. The board is now dissolved
3. Warren and Stephanie are still on the board but are up for positions
4. Warren could not attend but has sent in his proxy
5. Three seats are two year terms and one seat is a one year term
6. Any members of five seats available any member can take the two year term and by default any new member would get the one year term
7. Bea nominates Darren, Krista seconds, Darren accepts
8. Krista nominates Tiffany, Bea seconds, Krista accepts
9. Tiffany was nominated by Krista, Stephanie seconds, Tiffany accepts
10. Stephanie nominates Melissa, Krista seconds, Melissa accepts
11. Stephanie nominates Bea, Tiffany seconds, Bea accepts
12. Krista nominates Glen, Darren seconds, Glen accepts
13. Stephanie is the only one to count the votes as she is the only board member present
14. Darren was re-elected to the board receiving 9 votes
15. Tiffany was re-elected to the board receiving 9 votes
16. Krista was re-elected to the board receiving 9 votes
17. Beatrice was re-elected to the board receiving 8 votes
18. Melissa was nominated onto the board with 7 votes
19. Glen received 3 votes
20. We now vote on officer positions
21. Beatrice nominates, Melissa seconded Darren for president, Darren accepts
22. Krista nominates, Darren seconded Stephanie for secretary, Stephanie accepts
23. Tiffany nominates Warren for Vice President, Stephanie seconded, Warren accepts via email
24. Stephanie nominated Tiffany for treasurer, Krista seconded, Tiffany accepts
25. All officer positions are claimed and the board is now set
26. 2015/2016 Board members are: Darren Womack – President
27. Warren Hayes – Vice President
28. Tiffany Benoit – Treasurer
29. Stephanie Voakes – Secretary
30. Beatrice Phelps – Director
31. Krista Holland – Director
32. Melissa Derikx – Director (one year term)

OTHER BUSINESS

TOPIC – Presenter

DISCUSSION

1. N/A

RESPONSIBILITIES

PERSON RESPONSIBLE	ACTION ITEMS	TARGET DATE
• Darren	1.	1.
• Warren	1.	1.
• Tiffany	1. Put together proposed budget	1. Sept. meeting
• Stephanie V	1. Send out Minutes 2. Send out Agenda for next meeting	1. ASAP 2. ASAP
• Beatrice	1.	1.
• Krista	1.	1.
•	1.	1.

ADJOURNMENT – Darren Womack

NEXT MEETING	August 30 th , 2015 @ 11am (Pooker Meeting)
MEETING END TIME	7:51pm