

Meeting of the Board of Directors
Ashmont Legion

LARA Minutes of June 5th, 2023

Present:

Wanda Austin	Nick Kunec	Murray Scott	Danny Gawalko
Jay Cory	Kevin Wirsta	Don Slipchuk	Phil Amyotte
Luarier Bourassa	Sterling Johnson	Amanda Fischer	Charlene Rachynski
Alyssa Krawchuk			

Recording Secretary: Alyssa Krawchuk

1.0 Opening

Wanda called the meeting to order 10:10 AM.

A. Adoption of Agenda

Nick added staff to New Business

Motion 23-30: Kevin **moved** to approve the agenda as amended. Murray seconded. **Carried.**

B. Adoption of Minutes

Motion 23-31: Don **moved** to adopt the minutes of April 24th, 2023 as presented. Kevin seconded. **Carried.**

2.0 Board of Directors – Closed Session

Motion 23-32: Don **moved** to go into closed session. Murray seconded. **Carried.**

Motion 23-33: Don **moved** to go out of closed session. Kevin seconded. **Carried.**

Break for Lunch

Meeting called back to order at 12:21 pm.

3.0 Standing Business

A. Chair Report

a. None

B. FarmRITE Report

- a. None

C. Executive Director's Report

- a. Discussion on staff replacement – currently interviewing for the vacant positions.
- b. Discussed the Environment Program with Kellie Nichiporik prior to her departure from LARA.

D. Cropping Program Report

- a. Presented with Forage and Livestock Report

E. Forage and Livestock Report

- a. St. Paul and Smoky Lake sites have been seeded. Will be seeding demonstration site in Lac La Biche this week as well as finishing up seeding in Fort Kent.
 - i. All seeding deadlines have been met.
- b. Plots are growing well and will be moving into spraying right away.
- c. Have two summer staff hired and one contract staff that assisted during seeding.
- d. Receiving lots of phone calls from producers concerning grant applications.
 - i. Kevin will provide EFP contact for this area.

F. Financial Report

- a. Charlene presented the financial statements updated to May 31st, 2023.
- b. Board would like to see monthly breakdown in future as well as overall budget.

G. LFA Report

- a. Take-in day will be Wednesday, June 7th, 2023.
- b. Very dry so could be water issues this summer.

H. Update on Current Contracts and Projects

- a. Still waiting to hear on the RDAR RST Grant.
- b. Still waiting to hear on potential KTT grant.

Note: Board would like to see a one-page document outlining plots at each site.

Motion 23-34: Don **moved** to accept the reports as presented. Murray seconded. **Carried.**

Motion 23-35: Sterling **moved** to purchase sprayer from R-Tech Industries as per quote. Amanda seconded. **Carried.**

4.0 Business Arising

A. Upcoming Events

- i. Pasture Walk with Greg Judy on June 21st, 2023.
 - 1. Morning in the classroom in Fort Kent followed by pasture tour at Charlotte Lake Farms.

- ii. St. Paul Field Day will be on July 25th, 2023.
- iii. Fort Kent Field Day will be on July 27th, 2023.

B. Staffing

- a. Covered during Executive Director report.

C. Staff Overtime

Motion 23-36: Kevin **moved** that overtime be paid with approved timesheets following Labour Standards and that, when all timesheets are submitted and approved, remainder of overtime to be paid out accordingly to July 1st, 2022. Murray seconded. **Carried.**

Jay Cory, Nick Kunec, and Laurier Bourassa opposed.

5.0 New Business

A. Grievance – Kellie

- a. Short discussion.

B. Action List

- a. List of action items to be included in future meeting minutes.

C. Weekly Staff Meetings

- a. Short discussion on having weekly staff meetings

D. Time Sheets

- a. Charlene will work with Barb McCarthy to create time sheets through Sage to ensure overtime and holidays are tracked and up to date at all times.

E. Collaborative Strategies

- a. Alyssa presented the grant through Ag for Life that was received to pay for Collaborative Strategies work with us.
- b. Decision to retain Collaborative Strategies until the remaining grant funds are used.
- c. Alyssa will meet with Collaborative Strategies to discuss direction.

F. Draft Employee Handout

- a. short discussion on draft employee handout

G. Credit Cards/Signing Authority

Motion 23-37: Jay **moved** to remove Kellie Nichiporik and Amanda Mathiot from signing authority. Nick seconded. **Carried.**

Motion 23-38: Sterling **moved** to add Alyssa Krawchuk to signing authority. Kevin seconded. **Carried.**

H. Policies

- a. To be reviewed and discussed at the next meeting.
- b. Decision to have Collaborative Strategies at the final review.
- c. Alyssa will discuss Collaborative Strategies updates/revisions prior to the next meeting.

I. Staff

- a. Alyssa will get in touch with Dustin this week.
- b. Kevin will look into HR performance review grading done through the County of St. Paul.

5.0 Closure

A. Meeting Feedback

B. Next Board Meeting: July 17th, 2023 at 10:00 AM in Ashmont.

- a. Decision to move board meetings to the 3rd Monday of every month
- b. Send calendar invitations
- c. Send reminder e-mail one week prior to meeting.

Motion 23-39: Wanda **moved** to adjourn the meeting at 1:56 PM.

LARA Director

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