



Lakeland Industry and Community Association

Box 8237, 5107W - 50 Street, Bonnyville, AB T9N 2J5

780 812-2182 780 812-2186 www.lica.ca

## LICA Board of Directors (BOD) Meeting LICA Boardroom and via **Microsoft Teams** Thursday, December 21, 2023 9:00 a.m. – 12:00 p.m.

Time	Item	Agenda	Discussion Leader	Required Outcome
9:00	1.0	<b>CALL TO ORDER</b>		
	1.1	<a href="#">LICA Vision, Mission, and Values &amp; Territorial Acknowledgement</a>		
	1.2	Member Introductions	<b>All</b>	
	1.3	<a href="#">Attendance Review</a>	<b>Amanda</b>	For Review
9:10	1.4	Approval of Agenda 1.4.1 <a href="#">December 21, 2023, BOD Meeting Agenda</a>	<b>Amanda</b>	<b>For Decision</b>
9:15	1.5	Approval of Minutes 1.5.1 <a href="#">November 23, 2023, BOD Meeting Minutes – DRAFT</a>	<b>Amanda</b>	<b>For Decision</b>
	2.0	<b>ONGOING BUSINESS</b>		
9:20	2.1	<a href="#">Manager of Environmental Monitoring Programs Report</a>	<b>Mike</b>	For Information
9:30	2.2	<a href="#">Education and Outreach Coordinator’s Report</a>	<b>Stephanie</b>	For Information
9:40	2.3	<a href="#">Environmental Coordinator’s Report</a> 2.3.1 <a href="#">2023-24 Winter Citizen Science Programs Proposal</a>	<b>Kayla Kayla</b>	For Information <b>For Decision</b>
		<b>BREAK – 10 minutes</b>		
10:00	2.4	<a href="#">Executive Director’s Report</a>	<b>Kristina</b>	For Information
10:05		2.4.1 <a href="#">Website Redesign Quote Comparison</a>	<b>Kristina</b>	<b>For Decision</b>
10:15		2.4.2 <a href="#">LICA Strategic Plan Q3 Progress Report</a>	<b>Kristina</b>	For Information
10:20		2.4.3 <a href="#">LICA 2023-27 Strategic Plan Annual Review</a>	<b>Kristina</b>	<b>For Decision</b>
10:25	2.5	Financial Reports		
10:30		2.5.1 <a href="#">Accounts Receivable Report to December 12, 2023</a> 2.5.2 <a href="#">Finances to Date November 30, 2023</a>	<b>Maria Maria</b>	For Information For Information
10:35	2.6	Chairperson’s Report	<b>Amanda</b>	For Information
	3.0	<b>LICA COMMITTEE UPDATES</b>		
10:45	3.1	<b>Governance Committee (GC)</b>		
		3.1.1 <a href="#">December 7, 2023, GC Meeting Minutes – DRAFT</a>	<b>Kristina</b>	For Information
		3.1.1.1 <a href="#">Motion #3 Committee Terms of Reference Annual Review</a>	<b>Kristina</b>	<b>For Decision</b>
		3.1.1.2 <a href="#">Policy 2.7 Board and Committee Expense Remuneration (Motion #4)</a>	<b>Kristina</b>	<b>For Decision</b>
		3.1.1.3 <a href="#">Motion #5 Chairperson Monthly Report</a>	<b>Kristina</b>	<b>For Decision</b>

11:00	3.2	<b>Education and Outreach Committee (EOC)</b> 3.2.1 <a href="#">November 29, 2023, EOC Meeting Minutes – DRAFT</a> 3.2.1.1 Motion #3 <a href="#">Committee Terms of Reference Annual Review</a> 3.2.1.2 Motion #4 Stream of Dreams Spring Application Selection 3.2.1.3 Motions #5-9 LICA Writing Contest 3.2.1.4 Motion #10 LICA Photo Contest	<b>Stephanie</b> <b>Stephanie</b> <b>Stephanie</b> <b>Stephanie</b>	For Information <b>For Decision</b> <b>For Decision</b> <b>For Decision</b> <b>For Decision</b>
11:15	3.3	<b>LICA Watershed Committee (LWC)</b> 3.3.1 <a href="#">November 30, 2023, LWC Meeting Minutes – DRAFT</a> 3.3.1.1 Motion #3 <a href="#">Committee Terms of Reference Annual Review</a> 3.3.1.2 Motion #4 <a href="#">Riparian Health Campaign Guide</a> 3.3.1.3 Motion #5 <a href="#">Brochure</a> 3.3.1.4 Motions #6-7 Campaign Slogan 3.3.1.5 Motion #8 <a href="#">Campaign Lawn Sign</a> 3.3.1.6 Motion #9 <a href="#">Information Post Card</a>	<b>Kayla</b> <b>Kayla</b> <b>Kayla</b> <b>Kayla</b> <b>Kayla</b> <b>Kayla</b>	For Information <b>For Decision</b> <b>For Decision</b> <b>For Decision</b> <b>For Decision</b> <b>For Decision</b> <b>For Decision</b>
	<b>4.0</b>	<b>OTHER BUSINESS</b>		
11:30	4.1	<a href="#">Lakeland HR Solutions Policy Review Recommendations</a>	<b>Kristina</b>	For Discussion
11:40	4.2	HR Pay Grid Proposal (approved by LISC)	<b>Amanda</b>	<b>For Decision</b>
11:45	4.3	Board Chairperson Honorarium for Increased Workload	<b>Kristina</b>	<b>For Decision</b>
	<b>5.0</b>	<b>ACTION LIST</b>		
11:55	5.1	Follow-up on Action List 5.1.1 <a href="#">November 23, 2023, Board of Directors Meeting</a>	<b>Amanda</b>	For Review
	<b>6.0</b>	<b>UPCOMING MEETING DATES</b>		
	6.1	Board Meeting – January 25, 2024	<b>Amanda</b>	For Information
<b>12:00</b>	<b>7.0</b>	<b>ADJOURNMENT</b>	<b>Amanda</b>	<b>For Decision</b>