Lakeland Industry and Community Association
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BOARD OF DIRECTORS (BOD)

Meeting Minutes
Wednesday, July 8, 2026
3:00 p.m. – 4:00 p.m.
LICA Boardroom and via Microsoft Teams

Present:
Louise White
Shawn Elgert
Nikole Andres
Glen Wolfe
Yvonne Szydlik
Tim Greenacre
Travis Lansing
Alyssa Krawchuk
Vic Toutant
Raymond Cowell

Guests and Observers:

Staff and Contractors:
Kristina Morris, Executive Director
Lori Jodoin, Administrative Professional

Regrets:
Monica Dahl
Jason Wallsmith
Murray Phillips
Kristen Berezanski
Robert Machatis
Bernie Poitras
Julie Hink

1.0 CALL TO ORDER:

The LICA Board Chair, called the meeting to order at 3:03 p.m.

2.0 ONGOING BUSINESS

2.1 Building Lease Renewal

The Executive Director thanked the Board of Directors for making time in their schedules to attend this meeting. She stated that the minutes from this meeting will be brought forward in September, along with the June 24, 2026, meeting minutes for Board approval.

She stated that following the last Board meeting, she was directed to follow up with LICA's Industry Steering Committee (LISC) on the working group's findings for purchasing and/or building an office space and seek formal approval to proceed with the expansion. The LISC considered the proposed expansion and did not provide approval to proceed. Therefore, the motion has been defeated, as not all four of the conditions were met.

The Executive Director recommended that the Board authorize herself and the Board Chair to negotiate a short-term lease agreement with the landlord, for the existing space. Further, she was seeking authorization to continue to investigate alternative office space options, with any future recommendations brought back to the Board for consideration.

The Board Chair asked if there were any questions. One Director asked when the current lease is up and what type of short-term lease would the Executive Director be seeking. The Executive Director stated that the current lease expires December 31, 2026. She would be seeking a one-year lease agreement, which could vary as past lease agreements have always been multi-year. The motion would be worded as a short-term agreement in case the landlord prefers a two or three-year lease. This short-term lease would allow time for other options to be investigated as well as time to pre-plan a year in advance with LICA's fiscal year budget.

There were no other questions or concerns from the Board. The Board Chair and Executive Director will plan to meet with the landlord to discuss a short-term lease agreement.

#1 Moved by Tim Greenacre, seconded by Travis Lansing AND CARRIED to authorize the Executive Director and Board Chair to negotiate a short-term lease agreement with the landlord, for the existing space. Further, the Executive Director will continue to investigate alternative office space options, with any future recommendations brought back to the Board for consideration.

3.0 ADJOURNMENT

The meeting adjourned at 3:10 p.m.

#2 Moved by Vic Toutant AND CARRIED that the meeting is adjourned.

Approved on: _____
Date

_____
Signature