

**Minutes for Imagine Adoption Board of Directors**  
**Location: Conference Call**  
**Tuesday December 15, 2009**

**On Call:** Kelly Cussons, Lianne Armstrong, Rob Eagleson, Christine Starr, Martha Maslen, Scott Farrell, JoAnn Barber

**Regrets:** Valerie Goodyear, Melissa Burke

**1. OPENING ITEMS:**

**a) Call to Order**

Meeting was called to order at 8:02 pm

**b) Opening Announcements**

Thank you to the Ontario Ministry for re-licensing Imagine Adoption in a timely manner. This information will be passed on to the families of Imagine as soon as possible.

**c) Completion & Adoption Of Agenda**

JoAnn Barber added Zambia to the Discussion Items.

**d) Minutes Of Last Regular Meeting**

Motion to approve minutes of December 7, 2009 as amended. Approved.

**2. APPROVAL ITEMS:**

**a) ED Recruitment and Hiring**

Support documents and recommendations were reviewed with full Board to offer Sharon Sell position of Executive Director.

Motion to offer Sharon Sell position. Approved.

Kelly will follow up with Sharon tomorrow and offer the position. She will report back to the Board.

### **3. DISCUSSION ITEMS:**

#### **a) BDO Update – Next Steps**

Susan Taves is meeting with the Monitors of the Proposal to review the revised cash flow statements submitted by the Board. The Board has provided BDO with all required documents to meet the terms of the Proposal.

As of today, 262 families have signed on with Imagine Adoption. This number may increase slightly after December 20<sup>th</sup>.

Rob is working with Susan Taves to expedite approval.

#### **b) NGO Re-Registration for Ethiopia**

The Ontario License as well as the supporting letter from the Ontario Ministry will be notarized this week and then sent to Ethiopia, to be included in the package for the NGO Re-registration.

Christine has advised the staff in Ethiopia that these documents are on their way. All other documents have been submitted to the Minister of Justice.

The staff in Ethiopia will advise the Board if there is anything else required for this process.

Christine is hopeful that we will hear soon.

#### **c) Board Documents**

Lianne is continuing to work with the Corporate lawyer to get the resolutions finished.

#### **d) Zambia**

Martha will follow up with the Ontario Ministry to determine if Imagine can complete the adoption for this family.

JoAnn will investigate the costs and the feasibility of completing this adoption as soon as possible.

**4. REGULAR REPORTS & ROUTINE ITEMS:**

- a) None

**5. MEETING CLOSE:**

**a) Final Comments**

A priority for the New Year is to add two new Board members as soon as possible. Rob will put a strategy together.

Rob will send a skills assessment document to the current Board and Advisory Panel to determine what skills we are missing.

Kelly will advise if Sharon accepts the ED position and determine the strategy for her to start.

**b) Next Full Board Meeting**

Next meeting is a conference call on Thursday January 7<sup>th</sup> at 8pm.

**c) Adjournment**

Meeting was adjourned at 9:08pm.