

Human Rights Legal Support Centre Board of Directors Meeting - Minutes

July 28th, 2020

10:04 am to 11:48 am

Video Conference (VC)

Vice Chair: Mary Joe Freire (VC)

Attendees: Ena Chadha (VC)

Evelyn Ball (VC)

Karen Drake (VC)

Martial Moreau (VC)

Michelle Tan (VC)

Patrick Nadjiwan (VC)

Tamar Witelson (VC)

Sharmaine Hall (VC)

Bessie Mavroutsikos (VC)

Raul Cano Arana (VC Minutes)

Camille Bettonville (VC)

Item	Discussion	Follow up
1	<p>Standing Items</p> <p>a) Approval of Agenda Motion: To approve the Agenda with the amendment to include the In-Camera session on the Vice-Chair Report. M/S: Tamar Witelson/ Martial Moreau. Motion carried.</p> <p>b) Approval of Minutes Motion: To approve the Minutes of March 25th Covid19 update, May 27th, June 17th with the amendment to remove the extra t on the June 17th minutes. M/S: Patrick Nadjiwan/Tamar Witelson Motion carried.</p> <p>c) Conflict of Interest No conflicts were declared.</p>	
2	<p>Vice Chair Report – In Camera</p>	
3	<p>Delegation of Authority Amendment.</p> <p>Bessie Mavroutsikos presented to the Board members the amended Delegation of Authority Chart and the Certificate – Officer, Directors and Signing Authorities. The purpose was to include the Treasurer as an HRLSC signing officer as per the previously approved Banking Resolution.</p> <p>Motion: To approve the amended DAO chart and the Certificate. M/S: Karen Drake/Tamar Witelson</p>	

4	<p>Management Report:</p> <p>Sharmaine Hall updated the Board on the following:</p> <ul style="list-style-type: none"> • HRLSC Update • Report on Legal services • Financial attestations 	
	<p>Financial Report:</p> <p>Bessie Mavroutsikos presented to the Board the following:</p> <ul style="list-style-type: none"> • Ministry of the Attorney General's (MAG) April to May 2020 Financial Summary Report • Department of Justice's (DoJ) April to May 2020 Financial Summary Report. <p>Motion: To approve both Financial Summaries M/S Martial Moreau/Ena Chadha Motion carried</p>	
	<p>Annual Report</p> <p>Sharmaine Hall and Camille Bettonville presented the 2019-20 draft Annual Report. The members provided suggestions and feedback and directed staff to incorporate same to the final version.</p> <p>Motion: To approve the Annual Report in principal with the mentioned changes. M/S: Tamar Witelson/Michelle Tan</p>	
10	<p>Adjournment</p> <p>Motion: To adjourn the meeting M/S: Patrick Nadjiwan/ Martial Moreau Motion carried.</p> <p>The meeting adjourned at 11:48 Next meeting: October 20, 2020</p>	

TC = Teleconference, **M/S** = Moved/Seconded