



Northern Lights College Board Meeting

August 18, 2010 – 8:30 AM

Face-to-Face Meeting

Dawson Creek Regional Board Room

(Or if required: by Teleconference 1-800-747-5150; Code 5297097)

MINUTES

PRESENT:	
E. Leer, Board Chair	D. Stirling, Board member <i>(arrived at 9:22 AM)</i>
K. Simpson, Vice Chair	W. Normandeau, Board member
M. McPhail, Board member	S. Bassett, Board member – Support Staff
L. Warren, Board member	J. Valgardson, NLC President & CEO
M. Loverin, Board member <i>(TC 9:40 AM-11:01 AM)</i>	G. Lainsbury, NLC Education Council Chair <i>(TC 10:55 AM-12:48 PM)</i>
M. Dionne, Board member <i>(TC 10:57 AM-12:48 PM)</i>	D. Hart, NLC VP Finance & Administration
W. Minifie, Board member <i>(left meeting at 12:00 PM)</i>	R. Brown, Recorder
ABSENT:	
J. Aikoroje, Student Board member	C. Ravelli, NLC Director, Board & Executive Operations
A. Hughes, NLC Registrar	
GUESTS:	
Greg Longster, Davies Park	B. Deinstadt, NLC Director, HR
Barry Reynard, DC Rage	Kirk Fynn, DC Rage
TC = Teleconference; VC = Videoconference	

TIME	ITEM
(1 min)	<p>1. Call to Order: 8:35 AM</p> <ul style="list-style-type: none"> Note: A. McPherson, Student Board member resigned July 15, 2010 Reminder: In-Camera Session with G. Longster, Davis Park – 11:00am-12:30pm; followed by a late lunch
(1 min)	<p>2. Adoption of Agenda and Approval of Previous Minutes – June 16, 2010 Minutes and August 18, 2010 Agenda:</p> <p>2010/070 – Minifie/Normandeau <i>TO approve the August 18, 2010 agenda and defer Item 8.2 NLC 5 Year Capital Plan to October meeting; move Item 6.4 EL7 Communication to the Board to the beginning of the meeting to facilitate the DC Rage Junior Hockey Team presentation. CARRIED</i></p> <p>2010/071 Normandeau/Warren <i>TO approve the June 2010 minutes and change Motion 2010/063 – Dionne/Leer to read: THAT the Northern Lights College Board has assessed the reasonable interpretation for policies E-Mega-End, E-1 Learner Capacity, E-2 Community Enrichment and EL-2 Treatment of staff as demonstrating compliance with a reasonable interpretation of the policy. CARRIED</i></p>
(1 min)	<p>3. Appoint a Board Evaluator & Timer - Simpson was appointed</p>
(1 hr)	<p>4. Planned Linkage with Owners</p> <p>4.1 GP-3 Review any O’Link Data and GP-3.2 Discuss Implementation of O’Link Plan. O’Link Framework (Dionne to provide) – Requested setting a meeting with a few Board members to work on O’Link plan.</p>

	<p>2010/072 Normandeau/Minifie THAT Minifie and McPhail will meet with Dionne on Tuesday August 24th, 2010 and will bring an O’Link plan to the September meeting. CARRIED</p>
(30 min)	<p>5. Board Education</p> <p>5.1 Presentation from President and her staff about NLC (Valgardson) – Discussed Item 8.1 NLC Accountability Plan & Report. Discussed the impact on communities regarding the outside workers being flown in to work in the oil and gas industry in the area. Stirling mentioned that if NLC offered a course on safety training it would be helpful to the business owners in the area.</p> <p>5.2 Do we want to send a member to ACCT Community College Leadership Congress? – Valgardson stressed that this is specifically for College Trustees. There is a \$2,000 membership fee and \$600 per person to attend. Will be in Toronto this year on October 23rd which is the same day as the planned opening of the Dawson Creek Campus Health Sciences Building. It was discussed that it may not be of value for the Board in the networking point of view.</p> <p>2010/073 Stirling/Simpson THAT the Board will not join the ACCT association at this time. CARRIED</p> <p>5.3 Board Training Record/Plan – Feedback attached from Board members – Discussed Board Members’ Terms shown on the calendar and how it could be clearer. Leer will discuss this further with Ravelli. The Board was asked to read the book provided by <i>On Target</i> prior to the November training.</p>
(0 min)	<p>6. Decision Items (Backgrounder sheets are supplied for Decision Items)</p> <p>6.1 Ends – Nil</p>
(45 min)	<p>6.2 Governance Process</p> <p>6.2.1 GP-9.2.5 Annual Declaration of Conflicts (Bylaw B.13.2) The board individually declared any conflicts with NLC. Absent members (Loverin, Lainsbury, Dionne and Aikoroje) will be asked for their declaration at the September meeting.</p> <p>6.2.2 GP-10.3.1 Annual Board Performance Review and Develop/Update GAP – Summary was not completed. Leer distributed copies of the Self Assessments that were collected. Discussed the principles that were assessed as “fair” and “poor” and how to improve on them. Tabled to the next meeting.</p> <p>6.2.3 GP-11 Review Board Calendar for next meeting – September 15 meeting will be Face to Face in Fort St. John; September 28 & 29 – Face to Face meeting in Dawson Creek. The following motion was brought forward from the In Camera Session:</p> <p>2010/077 Normandeau/Warren That the Board meeting scheduled for October 20, 2010 be moved to October 21, 2010, and be changed from a videoconference to a face to face meeting to coincide with the Health Sciences Building opening on October 22, 2010. CARRIED</p>

	<p>6.2.4 GP-12 Board & Committee Expenses – Self-Monitoring (Normandeau) – Normandeau discussed the fact that Board members are awarded certificates at the end of their term and that currently student members do not receive one.</p> <p>2010/079 McPhail/Normandeau THAT Student Board Members must complete their term in office before being awarded a certificate. CARRIED</p> <p>Board Policy 12.4 will be updated to include: Student Board Members must complete their term in office before being awarded a certificate.</p> <p>Discussed board compensation and explained that a board member can only claim the \$200 per diem if they spend in excess of 4 hours on board business outside of regular meeting days.</p> <p>2010/080 Stirling/Simpson THAT the Board has reviewed GP-12 and accepted with the above amendment. CARRIED</p> <p>Board Expenses Quarterly Reports will be provided to the board (Mar, Jun, Sep and Dec).</p>
(15 min)	<p>6.3 Executive Limitations – Nil</p>
(10 min)	<p>6.4 Board-President Relationship</p> <p>6.4.1 EL-7 Communication to the Board – Verbal Report</p> <ul style="list-style-type: none"> • Shared the Keyera Energy agreement which was signed in Calgary, AB on June 9, 2010; • NLC is redesigning website; • Upgrading Health Sciences Building videoconferencing equipment and the Regional Boardroom will have videoconferencing available as a result; • Dawson Creek Aboriginal gathering space will be in the old dining room of the Dawson Creek Campus – will provide pictures at the September meeting; • Reported on attending the National President’s Academy in St. Andrews, NB; • Invited to a Spectra Energy meeting Fort Nelson on August 25th. <p>6.5 Presentation from DC Rage Junior A Hockey Team (9:00 AM) – Kirk Fynn and Barry Reynard updated the Board on the challenges they are having with accommodations in the Dawson Creek area. Hart has been working with the DC Rage on an agreement to use the Dawson Creek Student Residence as accommodation for the team. Hart ensured the Board that this will not jeopardize any room for NLC students wanting to stay in the residence.</p> <p>After the presentation, a suggestion was made by Simpson that name plates and name tags be used when there are presenters at meetings.</p>

(20 min)	<p>7. Monitoring Reports (Ends and ELs)</p> <p>7.1 EL-General Executive Constraint</p> <p>7.2 EL-4 Financial Condition (Aug, Dec, Apr)</p> <p>7.3 EL-8 Emergency Executive Succession</p> <p>2010/081 – Simpson/McPhail THAT the Northern Lights College Board has assessed the Monitoring Report for policies EL-General Executive Constraint, EL-4 Financial Condition (August Report), and EL-8 Emergency Executive Succession as demonstrating compliance with a reasonable interpretation of the policies. CARRIED</p>
	<p>8. Consent Agenda</p> <p>8.1 NLC Accountability Plan & Report – July 2010 (Valgardson) – Completed in item 5.1</p> <p>8.2 NLC 5 Year Capital Plan (Valgardson/Hart) – Deferred to the October meeting.</p>
(2 hrs)	<p>9. In-Camera Session (Motion Required)</p> <p>2010/074 – Normandeau/Bassett TO move into the In-Camera session of the meeting. CARRIED</p>
(5 min)	<p>10. Board Self-Evaluation Report of This Meeting – Simpson reported her findings</p>
(5 min)	<p>11. Information Items – Received for Information</p>
(1 min)	<p>12. Adjournment – 2:32 PM</p>

 E. Leer
 NLC Board Chair

 R. Brown
 Recorder