

Enriching lives, communities and industry in Northern BC and the world through accessible, applied, and academic learning.

PRESENT:

T. Holte, Board Chair
A. Ackerman, Board Vice-Chair
T. Bondaroff, AVP Student Services & Community Relations
B. Dhillon, Student Board Member
J. Drew, AVP People & Institutional Strategy
D. Fajemisin, Board Member
A. Graff, Vice President Finance & Corporate Services
B. Kulmatycki, President & CEO
L. Lovegreen, VP Academic & Research
K. MacDonald, Support Board Member *
K. Mason-Bennett, Board Member
S. McLeod, Board Member *
B. Powell, Board Member
H. Larden, EA to President & Board (Recorder)

ABSENT:

L. Archibald, Board Member
J. Fox-McGuire, Board Member
D. Singh, Student Board Member
M. Gilbert, Board Member
F. Rashid, Faculty Board Member & Ed. Council Chair

GUEST(S):

J. Neufeld, Sander Rose Bone Grindle LLP (Items 1 – 4.2)
Warren Stokes, Registrar (Items 9 – 10.2)
D. ROSE, Sander Rose Bone Grindle LLP (Items 1 – 4.2)

1. Call to Order and Territorial Acknowledgement – 9:00 am**2. Appointment of a Board Evaluator**

K. Mason-Bennett was appointed.

3. Approval of Agenda

2019/031 Powell/Mason-Bennett

THAT the Northern Lights College Board approves the May 29, 2019 agenda with the prerogative of the Chair to adjust the agenda as needed. CARRIED

S. McLeod joined the meeting (9:04 am).

4. Auditors – Sander Rose Bone Grindle LLP**4.1 EL-3, 4, 5.6, 5.7, 5.7.1, 6, External Report (as per Board President Relationship BP-4)**

D. Rose provided an overview of the external report regarding the Executive Limitations.

4.2 2018-2019 Audited Financial Statements

J. Neufeld provided an overview of the updated role and responsibilities of an auditor and provided a summary of the 2018-2019 auditor report and financial statements.

B. Kulmatycki, L. Lovegreen, A. Graff, T. Bondaroff, J. Drew, and H. Larden exited the meeting (9:08 am).

Board members had the opportunity to ask the Auditors questions.

D. Fajemisin joined the meeting (9:11 am).

B. Kulmatycki, L. Lovegreen, A. Graff, T. Bondaroff, J. Drew, and H. Larden rejoined the meeting (9:15 am).

2019/032 Ackerman/Fajemisin

THAT the Northern Lights College Board accepts the External Monitoring Report, presented by Sander Rose Bone Grindle, as demonstrating compliance with the President's Reasonable Interpretation of the following policies: EL-3 Financial Planning, EL-4 Financial Condition, EL-5.6, 5.7 and 5.7.1 Asset Protection, and EL-6. Compensation & Benefits; and THAT the Northern Lights College Board accepts the External Audit Report presented by Sander Rose Bone Grindle, which includes the Financial Statements for the period ending March 31, 2019. CARRIED

D. Rose and J. Neufeld exited the meeting (9:16 am).

5. Presentation(s) - None

6. Consent Agenda

6.1 Minutes from April 17, 2019, Open Session Meeting

6.2 Minutes from April 30, 2019, Faculty Collective Agreement Email Vote

6.3 Minutes from May 15, 2019, Amended Draft Financial Statements Email Vote

6.4 Sexual Violence and Misconduct Policy Report

2019/033 Ackerman/Mason-Bennett

THAT the Northern Lights College Board approves the following items on the consent agenda:

- Minutes from the April 17, 2019 Open Session Meeting;
- Minutes from the April 30, 2019 Email Vote;
- Minutes from the May 15, 2019 Email Vote; and the
- Sexual Violence and Misconduct Policy Report dated May 29, 2019. CARRIED

7. Planned Linkage with Owners

7.1 GP-3 & 4, Ownership Linkage Committee Report – Ackerman

The possibility of holding a Board-to-Board event with the Northern Lights College Foundation on June 10 was discussed, including possible event formats. K. MacDonald will follow up with K. McPhedran. Board member participation at local First Nation community cultural summer activities is encouraged. The calendar of activities has been emailed to Board members. Board members are asked to advise H. Larden of events they will be attending. Supplying NLC branded clothing for Board members will be looked into. The committee will continue work on scheduling meetings with school districts in the fall.

8. Board Education and Communication

8.1 EL-7, President's Report to the Board – Kulmatycki

President Kulmatycki provided an overview of his strategic meeting, priorities, and initiatives. His updates included information regarding:

- Emerging economy taskforce
- Transportation discussions (School District #59, Mayor of Tumbler Ridge)
- NERMC meeting with update on current initiatives
- Colleges and Institutes Canada conference and meeting/tour of Humber College
- Student housing workshop
- Regional Insights teleconference
 - Ministry driven initiative
 - Economic health of groups within the region
- Canada Gas and LNG conference
- Governing in Public Interest Workshop
- Select Standing Committee on Finance and Government Services
 - A. Graff will be presenting on June 19 in Fort St. John

8.2 Report from CIGan Conference Attendees – Powell, MacDonald, Fajemisin

B. Powell, K. MacDonald, and D. Fajemisin reported on their attendance at the CIGan conference in Niagara in early May. All found the conference to have thought-provoking sessions and beneficial to attend. B. Powell also attended the Serving Rural, Remote, and Northern Communities pre-conference, which was very educational.

8.3 Board Chair Report – Holte

The Board was thanked for their flexibility in changing the meeting date for May. A letter was received from the Ministry regarding money laundering and the requirement to review financial policies. Policies currently in place are to be submitted to the Ministry – if new policies need to be developed, the Ministry is to be included in the development. A. Graff took part in teleconference regarding this issue. NLC currently has an administrative [policy](#) in place and is proposing adding a line indicating limits on amount of cash accepted. Administration will work with the Ministry in updating the policy within the timeline provided. Once in place, education may be needed (daily limits for debit transactions, etc.)

W. Stokes joined the meeting (10:11 am).

8.4 Education Council Chair Report – Holte

The current report was reviewed (copy available on D2L). Elections took place at the last meeting where F. Rashid was re-elected as Chair of the Education Council.

8.5 Governance Committee Report – None**9. Decision Items****9.1 2018-2019 Institutional Accountability Plan and Report – Stokes**

The yearly submission of the Institutional Accountability Plan and Report (IAPR) is a requirement of the [Budget Transparency and Accountability Act](#). The report centers on the strategic objectives of the Ministry of Advanced Education, Skills and Training as well as the College's mandate letter. Board members asked questions and received clarification regarding the contents of the report.

2019/034 Ackerman/Fajemisin

THAT the Northern Lights College Board approves that the Board Chair signs the 2018-2019 Institutional Accountability Plan and Report for Ministry submission. CARRIED

Avenues to seek understanding on how FTE targets are set was discussed. Clarification was provided that the IAPR is generated in response to a requirement of the Auditor General.

9.2 2018-2019 Executive Compensation Salary Disclosure Statement – Drew

The College must report annually to the Public Sector Employers Council regarding compliance with the approved compensation framework.

2019/035 Fajemisin/Mason-Bennett

THAT the Northern Lights College Board approves that the Board Chair signs the Executive Compensation Disclosure Statement for 2018-2019. CARRIED

10. Board Activities**10.1 GP-11, Review Board Calendar**

A copy of the Board calendar is available D2L. The next meeting is scheduled to take place on August 21 in Fort St. John. Special email votes for the Q1 Forecast and the 2018-2019 Board Remuneration Disclosure Statement are anticipated in June. Board members planning on attending any of the convocation ceremonies are asked to please advise H. Larden. Discretion is urged when deciding to attend smaller ceremonies.

10.2 Board Elections – Stokes

W. Stokes conducted the Board elections as outlined in the *College and Institute Act*. After advising the Board of eligibility for Chair and Vice-Chair, voting eligibility was explained. The terms for the Chair and Vice-Chair will be August 1, 2019 – July 31, 2020.

W. Stokes opened the nominations for Board Chair, calling for nominations three (3) times. T. Holte was nominated and agreed to let his name stand. T. Holte was declared Chair by acclamation.

W. Stokes opened the nominations for Board Vice-Chair, calling for nominations three (3) times. A. Ackerman was nominated and agreed to let his name stand. A. Ackerman was declared Vice-Chair by acclamation.

Congratulations were expressed to T. Holte (Chair) and A. Ackerman (Vice-Chair) on their re-election. W. Stokes was thanked and exited the meeting (11:18 am).

11. Roundtable and Information Items

S. McLeod shared an [article](#) regarding eight Indigenous students completing a pre-carpentry skills pilot program. The [link](#) has been emailed out and is available on D2L. A copy of a letter from the Private Secretary to the Lieutenant Governor is available on D2L.

K. MacDonald Exited the meeting (11:21 am).

12. Board Self-Evaluation Report of Meeting

K. Mason-Bennett provided a report on her observations of the meeting, noting no areas of concern and that appropriate matters were discussed at the appropriate level.

13. In-Camera Session

2019/036 Ackerman/Powell

TO move the meeting in-camera. CARRIED

14. Adjournment – 11:52 am

2019/040 Powell

TO adjourn the meeting. CARRIED