



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

PRESENT:

- T. Holte, Board Chair
A. Graff, Vice President Finance and Corporate Services
B. Kulmatycki, President & CEO
D. Fajemisin, Board Member
F. Rashid, Faculty Board Member & Ed. Council Chair
J. Drew, Vice President People & Inst. Strategy
J. Fox-McGuire, Board Member
L. Lovegreen, Vice President Academic and Research

- L. Archibald, Board Vice-Chair
M. Pickartz, Director of Marketing and Communication
M. Gilbert, Board Member
M. Tesico, Student Board member
S. McLeod, Board Member
S. Goudie, Board Member
T. Bondaroff, Vice President Student Services & Community Relations
H. Larden, EA to President & Board (Recorder)

REGRETS:

- H. Kaur, Student Board Member
K. MacDonald, Support Board Member
K. Mason-Bennett, Board Member

GUEST(S):

- B. McKinnon, Observer (NLC Instructor)
D. ROSE, Sander Rose Bone Grindle LLP
C. Moeller, Payroll and Benefits Manager
J. Neufeld, Sander Rose Bone Grindle LLP
T. Donnelly, Dean of Workforce Training
W. Stokes, Registrar

1. Call to Order and Territorial Acknowledgement – 9:03 am

2. Appointment of a Board Evaluator

S. McLeod was appointed.

3. Auditors – D. Rose and J. Neufeld, Sander Rose Bone Grindle LLP

The executive limitations external reports and the financial statements were presented and discussed, with meeting participants having the opportunity to ask questions.

2021/022 Archibald/McLeod

TO move the meeting in-camera. CARRIED

(NOTE: At 9:16 the Auditors and Board members utilized a breakout room to have a confidential discussion regarding the audit, external reports on executive limitations, and the finalized financial statements and then returned to the open meeting at 9:20 am.)

3.1 EL-3, 4, 5.6, 5.7, 5.7.1, 6, External Report (as per Board President Relationship BP-4)

2021/024 Archibald/Rashid

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. CARRIED

3.2 2020-2021 Audited Financial Statements

2021/025 Fox-McGuire/Fajemisin

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, 2021. CARRIED

J. Neufeld and D. Rose were thanked and exited the meeting (9:22 am.)

4. Approval of Agenda

2021/026 Archibald/Rashid

THAT the Northern Lights College Board approves the May 12, 2021 agenda with the prerogative of the Chair to adjust the agenda as needed. CARRIED

5. Presentation: NLC **CLIMB** Centre – T. Donnelly, Dean of Workforce Training

An overview of NLC's CLIMB centre was provided, including the purpose and funding for this applied research project, benefits to participants (such as a free, experiential, six-week pre-trades math readiness class that covers the math trades admission requirement), and examples of student success. The centre has been advertised Canada-wide since April and participants across the country are taking part. The bulk of participants are from within the college region, representing many of the outlying areas – this is where the bulk of the advertising is being done.

T. Donnelly was thanked for her presentation and exited the meeting (9:44 am).

6. Consent Agenda

- 6.1 Minutes from March 17, 2021, Open Session Meeting
- 6.2 Sexual Violence and Misconduct Policy Report
- 6.3 Quarterly Board Expenses Report
- 6.4 Quarterly Review of President's Expenses
- 6.5 EL-2 Monitoring Report, *Treatment of Staff*
- 6.6 EL-9 Monitoring Report, *Access to Education*

2021/027 Fox-McGuire/Rashid

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

- Minutes from the March 17, 2021 Open Session meeting;
- The 2021 Sexual Violence and Misconduct Policy Report;
- The Quarterly Board Expense report;
- The Quarterly Review of the President's Expenses;
- The monitoring reports for EL-2 Treatment of Staff and EL-9 Access to Education as demonstrating compliance with reasonable interpretations of the policies. CARRIED

7. Planned Linkage with Owners

7.1 GP-3 & 4, Ownership Linkage Committee Report

School District 60 has reached out regarding scheduling a meeting between the two Boards. Additional details will be shared as planning progresses. Meetings with local Chiefs and Councils continue, with this initiative being lead by the President's office.

D. Fajemisin exited the meeting (9:50 am.)

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, activities, and initiatives that included:

- Centre for Innovation in Indigenous Education
 - An overview of the purpose and role of the centre was provided
 - The College is working in partnership with Engage Sport North (ESN) and Indigenous Sport, Physical Activity and Recreation Council (I-SPARC) with a formal MOU in place
 - Inaugural meeting of the governing council will take place May 27
 - Outreach activities with First Nation partners, including MOUs that have been finalized, was discussed
- Ministry year-end and one-time funding for disability projects, health care assistant tuition, and emergency assistance for students (copies of funding letters available on D2L)



- Town-hall meeting with Dr. B. Henry regarding COVID-19 Return-to-Campus planning
- Employee engagement activities
 - All staff meeting held May 6 (budget presentation, employee engagement survey results, fall planning, Covid-19)
 - Jackets were handed out to staff, Board members, and NLC Foundation Board members. This initiative was well received
 - One-on-one meetings between the President and staff members continue
- Status of Northern Post-Secondary Council initiatives and activities
- Student enrolment, admission, and recruitment activities
 - Orientation for new students took place on May 3 with high attendance
- Virtual Youth Conference on May 14
- Colleges and Institutes Canada (CICan) virtual conference
 - Included the Presidents' Leadership Network workshop, which President Kulmatycki is part of the planning committee and was a presenter
 - President Kulmatycki has had his name brought forward as a potential CICan Board member
- BC Colleges governance training series
 - The first meeting took place on April 15; two additional sessions scheduled for May 18 and June 16
- Campus space planning meetings are taking place
- The Enhanced Carpentry Foundation project house has been completed and is now up for sale. An email vote may be needed once an offer for purchase is received
- Atlin update was provided including details regarding internet access and possible use of a different space
- Kathy Weaver's long service and contribution to the College as the BCGEU representative was acknowledged

8.2 Board Chair Report – Holte

Meetings of the Board Chairs of colleges in BC continues. Chair Holte will attend the inaugural meeting of the CIEE governing council on May 27 where he will provide a greeting. His role will be primarily listening and providing support to the group as they work towards self-determination in education. An invitation for the annual Indigenous Board Member Virtual Gathering scheduled for May 21 was received (copy on D2L) and S. McLeod has confirmed her registration.

A short break was taken from 10:22 – 10:35 am. S. McLeod exited the meeting at 10:34 am.

8.3 Education Council Chair Report – Rashid

An update on Education Council activities was provided including results from the election of new members that has resulted in a full board. Board Chair and Vice-Chair elections also took place with B. MacKinnon elected as Vice-Chair and F. Rashid was re-elected as Chair.

8.4 Governance Committee Report – None

9. Decision Items

9.1 2020-2021 Institutional Accountability Plan and Report – Stokes / Lovegreen

The content-proof of the IAPR was presented and timelines for the Ministry review and finalization of the report was discussed. Requirements for the report were summarized. The charts on pages 16, 17, and 19 are currently blank, as these numbers will not be received from the Ministry until June – these charts will be updated once data from the Ministry is released.

2021/028 Rashid/Gilbert

THAT the Northern Lights College Board approves that the Board Chair signs the 2020-2021 Institutional Accountability Plan and Report for Ministry submission. CARRIED

9.2 2020-2021 Executive Compensation Salary Disclosure Statement – Drew / Moeller

The executive compensation report was presented and explained.

2021/029 Rashid/Goudie

THAT the Northern Lights College Board approves that the Board Chair signs the Executive Compensation Disclosure Statement for 2020-2021. CARRIED

9.3 2022 – 2026 Capital Plan – Graff

The capital plan was presented and an overview of NLC's strategy utilized in capital requests was provided.

2021/030 Archibald/Gilbert

THAT the Northern Lights College Board accepts and approves the 2021/2022 – 2025/2026 Capital Plan as presented. CARRIED

9.4 Borrowing Resolution – Graff

The annual borrowing resolution was presented, including details on the need for this document.

2021/031 Fox-McGuire/Rashid

THAT the Northern Lights College Board of Governors approves the Board Chair to sign the Borrowing Resolution document as presented at the meeting. CARRIED

9.5 Acquisition of Land – Graff

The proposed acquisition of a lot for use in construction of a project house for the Enhanced Foundation Carpentry program was presented. Other College programs may also utilize the site for training purposes.

2021/032 Goudie/Fox-McGuire

THAT the Board of Governors consent to the acquisition of said lot known as 304 96 Ave, Dawson Creek, BC for the purpose of constructing a residential house through our Enhanced Foundation Carpentry Program. CARRIED

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

The next Board meeting is scheduled for August 18th via Teams. An email vote is anticipated for June (Q1 Financial Forecast). Additional email votes may be required between now and August regarding the sale of the house as well as for acceptance of the 2021-2022 Mandate Letter. The 2020-2021 Board Remuneration Disclosure is anticipated to be due in June; however, based on last year, a vote will not be required. Instead, an email will be sent to the Board advising of it being posted.

10.2 Board Elections – Stokes

W. Stokes conducted the Board elections as outlined in the *College and Institute Act*. As a Board meeting did not occur in April, the Board was advised of the upcoming elections during the March 17, 2021 Board meeting and the formal written notification of elections took place via email on April 21, 2021. After advising the Board of eligibility requirements for the Chair and Vice-Chair, voting eligibility and procedures were explained. The terms for the Chair and Vice-Chair will be August 1, 2021 – July 31, 2022.

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. L. Archibald was nominated and agreed to let her name stand. L. Archibald was declared Vice-Chair by acclamation.

Congratulations were expressed to T. Holte (Chair) and L. Archibald (Vice-Chair) on their re-election.

W. Stokes was thanked and exited the meeting and S. McLeod rejoined the meeting (11:10 am.)



11. Roundtable and Information Items

Northern Rockies Regional Municipality: *Labour Market Data & Demands 2021 Report* – Gilbert

- This study is an extension of the study conducted by the College last year, focussing on the north-east
- Highlights of the report were presented, and Board members were encouraged to review the document

M. Tesico shared that she concluded her studies on April 30th and the impact of time zones on students studying in other countries was discussed.

12. Board Self-Evaluation Report of Meeting

S. McLeod provided feedback regarding her observations during today's meeting that included a timely and informative presentation, participation encouraged for all members by the Board, and robust discussion took place.

M. Pickartz, C. Moeller, and B. MacKinnon exited the meeting (11:24 am.)

13. In-Camera Session – 11:25 am

[2021/033 Archibald/Rashid](#)

[TO move the meeting in-camera. CARRIED](#)

14. Adjournment – 11:58 am

[2021/036 McLeod](#)

[TO adjourn the meeting. CARRIED](#)