

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

Email Sent to:

B. Mackinnon, C. Brown, J. Fox-McGuire, J. Moore, J. Singh, K. Ghostkeeper, K. Rabel, L. Arejola, M. Gilbert, P. Berg, S. Canning, S. Fraser, S. Goudie, T. Best, and T. Bondaroff by H. Larden on behalf of L. Archibald.

1. Special Email Vote:

A request to vote by email was sent out on October 29, 2024, at 11:33 am by H. Larden on behalf of Board Chair, L. Archibald. Members were asked to vote by responding to the email to 'accept' or 'not accept' by 12 noon on November 7, 2024. The email outlined that the person who responded first would be noted as the mover of the motion, with the second respondent being noted as the seconder of the motion.

2. Update to Governance Committee Terms of Reference Regarding Quorum:

Quorum requirements were discussed at the October 25, 2024, Board meeting. Historically, Board committee meetings recognize quorum as being the majority of voting members. When non-voting Ex-officio Board members are members of a committee, this can negatively impact the ability to meet quorum. This situation is being experienced by the Governance Committee meetings. Adjusting the Governance Committee Terms of Reference to identify quorum as two (2) voting members is proposed. As the committee's authority is limited to making recommendations to the Board, the risks associated with this change are considered to be minimal.

The email included copies of the current Governance Committee Terms of Reference and the updated Terms of Reference with the proposed additional line. [3d - Quorum for the Governance Committee meetings will be two (2) voting members.] These documents were also uploaded to D2L. The changes will be effective immediately following the carrying of the motion.

3. Voting:

"I Accept" votes were received from:

- J. Moore (mover)
- J. Fox-McGuire (seconder)
- P. Berg
- S. Canning
- L. Arejola
- C. Brown
- S. Goudie
- J. Singh
- B. Mackinnon
- K. Rabel

4. The Motion:

The following motion was passed (carried):

[2024/060 Moore/Fox-McGuire](#)

THAT the Board of Governors updates the Governance Committee Terms of Reference to add 3 (d) that will read, "Quorum for Governance Committee meetings will be two (2) voting members." Carried
