

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

**Email Sent to:**

B. Mackinnon, C. Brown, C. McCullough, J. Fox-McGuire, J. Moore, J. Singh, K. Ghostkeeper, , 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 June 10, 2025, at 2:39 pm by H. Larden on behalf of Board Chair, L. Archibald, regarding the Board Chair signing the NLC Mandate Letter for 2025-2026.

Voting members were asked to vote by responding to the email to *'accept'* or *'not accept'* by 2 pm on June 13, 2025. The email included the motion and 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. Overview:**

The Ministry of Post-Secondary Education and Future Skills sent the 2025-2026 Mandate Letter via email on June 10, 2025, at 12:02 pm. The email outlined that the signed Mandate Letter was to be sent to [PSFS.ADMGovernanceLegislationandEngagement@gov.bc.ca](mailto:PSFS.ADMGovernanceLegislationandEngagement@gov.bc.ca) on or before June 13, 2025. In addition, NLC was to post the signed Mandate Letter on the College's website by June 23, 2025. The letter also noted that the "Mandate Letter is reflective of current board membership as of June 2025. Revised Mandate Letters for 2025 will not be created if future changes to board membership occurs."

A copy of the Mandate Letter accompanied the call for the email vote.

**3. Voting:**

"Accept" votes were received from:

- |                          |                 |
|--------------------------|-----------------|
| • J. Fox-McGuire (mover) | • C. McCullough |
| • J. Singh (seconder)    | • B. Mackinnon  |
| • J. Moore               | • P. Berg       |
| • S. Goudie              | • M. Gilbert    |
| • C. Brown               | • S. Canning    |

"Not Accept" votes were received from:

- T. Best

**4. The Motion:**

The following motion was passed (carried):

2025/034 Fox-McGuire/Singh

THAT the Board of Governors instructs the Chair to sign the 2025-2026 mandate letter as presented. Carried