

**Carlton Trail College  
Board of Directors' Annual General Meeting  
Humboldt, SK June 26, 2018**

**PARTICIPATING:** Board Chairperson Glenn Hepp, Vice Chairperson Sommer MacLeod, Directors, Luz Marina Dominguez, Denis Bergerman, Evan Doepker, Adrienne Jackson, President and CEO Shelley Romanyszyn-Cross, VP Finance Andy Burgess, VP Administration Amy Yeager and Recorder Jesse Green

**To Order:** The Chairperson called the meeting to order at 2:25 p.m.

**Agenda** - The agenda was reviewed.

Motion: 06-18-88: Doepker, that the agenda be adopted as presented.  
Carried.

**Minutes**

The June 20, 2017 minutes were reviewed for information purposes.

**Vice-Chairperson**

The Chairperson called for nominations for Vice-Chairperson.

Trustee Dominguez nominated Trustee MacLeod for Vice-Chairperson. Trustee MacLeod accepted the nomination.

The Chairperson called for nominations three times then declared nominations for Vice-Chairperson cease.

Trustee MacLeod was declared Vice-Chairperson by acclamation.

**Banking Services/Line of Credit**

As per motion 09-16-08, made at the September 27, 2016 Board meeting, the banking tender contract was awarded to the Royal Bank of Canada commencing January 1, 2017 and ending December 31, 2020.

**Tendering of Auditing Services**

As per motion 01-18-44, made at the January 30, 2018 Board meeting, the Board awarded the tender for audit services to Cogent Chartered Professional Accountants LLP for the four fiscal years ending June 30, 2018 through to June 30, 2021.

The local auditor's services will be evaluated after the financial statement presentation.

**Conflict of Interest Disclosure Forms**

The Code of Conduct and the Conflict of Interest Policy and Procedure were reviewed. The Board members were asked to complete the Conflict of Interest Disclosure form. It was noted that if a conflict of interest arises during a Board meeting, the Director with the conflict will remove him/herself from the discussion and/or voting.

**Adjournment**

Motion: 06-18-89: Dominguez, that the meeting adjourn at 2:35 p.m.  
Carried.

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Chairperson

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Recorder