

**Minutes of the Regular Meeting of
The Board of Directors of Carlton Trail College
Held at the Bella Vista Inn, Humboldt, SK
June 22, 2021**

PARTICIPATING: Board Chairperson Adrienne Jackson, Vice Chair Sommer MacLeod, Directors, Evan Doepker, Sandy Flory, Shaun Haskey, President and CEO Shelley Romanyszyn-Cross, VP Finance Andy Burgess, VP Administration Amy Yeager, and Recorder Sheri Ulrich

TO ORDER: The Chairperson called the meeting to order at 9:01 a.m.

“As we strive for reconciliation and meaningful relationships, Carlton Trail College respectfully acknowledges that we are situated on Treaty 4 and 6 territories and the traditional homeland of the Metis.”

“Is anyone aware of any claims or potential claims against the College that would result in financial loss or wrongful dismissal claim?” None cited

AGENDA: The agenda was reviewed.

Motion 06-21-66: Flory, that the agenda be approved as presented.
Carried.

MINUTES

The minutes from the May 25, 2021 regular meeting was reviewed.

Motion 06-21-67: Doepker, that the minutes from the May 25, 2021 regular meeting be approved as presented.
Carried.

BOARD ITEMS

Board Chairperson Report

- ASRC update:
 - Creating a Joint Steering Committee to be made up of the Board Chair, plus an additional Board member, from each of the colleges wishing to further investigate options for the future
 - Director Haskey volunteered to represent Carlton Trail College on the Joint Steering Committee
- Ministry is updating the Post Secondary Education and Skills Training Act and has given ASRC the opportunity to review the proposed amendments. The Ministry has asked that ASRC provide a letter stating that the Colleges have been consulted about the changes. It was noted in the discussion that the letter should state that the Colleges be briefed again should further changes be made.
- It was decided to discuss the APAG Fiduciary Responsibilities document in-camera

COMMITTEE REPORTS

Governance and Human Resources Committee

- Board evaluation results were reviewed and discussed in-camera on May 25th
- Board 20/21 final work plan was received for information; all items are on target
- Board 21/22 draft work plan was reviewed
- CEO 360 evaluation, facilitated by Laura Soparlo, was reviewed and discussed in-camera on May 25th and presented to the CEO on June 14th
- CEO 21/22 work plan – will be discussed today in-camera
- Attendance summary of the 20/21 Board meetings was received for information
- **Next meeting** – October 26, 2021

Finance/Audit/Risk (FAR) Committee

- May 25th meeting minutes were reviewed
- APAG: Fiduciary Responsibilities of Boards
 - Will be discussed in-camera; response will be submitted to the Ministry prior to the September deadline
- **Next Meeting** – September 21, 2021

PRESIDENT AND CEO REPORT

President and CEO Update

The President and CEO presented her written report, and the following was noted:

- ERP RFP status: received two submissions, evaluations are completed, and the committee will be meeting to determine the ranking
- Regional College's collaboration planning session – discussed opportunities to work together

Multi-Year Funding

The President and CEO reviewed the Multi-Year Funding Accountability Report #1. Highlights include:

- Continue to build on blended learning
- Create hybrid working environment
- Seek opportunities for revenue generation, possibly through the creation of a Business Development position
- Continue to explore expense reduction options
- Create capacity with instructional sharing

Managers' Report

The CEO reviewed the Managers' report, and it was received for information.

Sponsorship Report

The listing of donations and sponsorship for 2020/21 was received for information.

VP FINANCE REPORT

The VP Finance presented his report and noted the following:

- Wakaw facility offer to purchase update – the RM of Fish Creek has tabled the decision to their July Council meeting due to not everyone present at their June meeting

Preventative Maintenance & Renewal Plan and Capital Submission for 2021/22

- The VP Finance noted that the deadline has been moved to early August
- In addition to the items listed last year, funding to assist with the purchase price of the Wakaw facility, as well as renovations, will be included.

Revenue and Expense Report

The VP Finance presented the revenue and expense report, and it was received for information.

Balance Sheet and Income Statement

The balance sheet and income statement were received for information.

VP ADMINISTRATION REPORT

The VP Administration presented her report, and it was received for information.

- Provided comments on the benefits of having a hybrid work environment

OTHER

Correspondence - none

Next Board Meeting

- September 21, 2021, Regular Meeting and FAR Committee Meeting, Humboldt at the Bella Vista

Information Items

- Board members were asked to review their website biography and contact the Executive Secretary with any edits. Group photo will be updated after new Board members are appointed.

Roundtable - Community Issues – none

In-Camera Session with the President and CEO

Motion 06-21-68: Sommer, that the meeting moves into an in-camera session at 11:07 a.m.
Carried.

The meeting recessed and the Annual General Meeting was held at 11:48 a.m. with a lunch break to follow.

The regular meeting reconvened at 12:25 p.m. and the in-camera session continued without the President and CEO.

Motion 06-21-73: Haskey, that the meeting moves back into regular session at 1:12 p.m.
Carried.

Adjournment

Motion 06-21-74: Flory, that the meeting adjourn at 1:13 p.m.
Carried.

Chairperson

Recorder