

**Minutes of the Regular Meeting of
The Board of Directors of Carlton Trail College
Held in Carlton Trail College, Classroom 153, Humboldt, SK
April 18, 2024**

PARTICIPATING: Chairperson, Sandy Flory; Vice Chair, Shawna Miller (via Zoom); Directors, Darrell Paproski, Evan Doepker, Elan Buan, Nathan Gregg; President & CEO, Amy Yeager; VP Finance, Andy Burgess; Recorder, Amanda Kosokowsky

REGRETS: None

TO ORDER: The Chairperson called the meeting to order at 8:08 AM

“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.

“Under the duty of loyalty, is anyone aware and needs to disclose a perceived or apparent conflict of interest personally or of another Board member, that would affect the individual’s judgement or ability to act in the best interests of the College?” None cited.

AGENDA

The agenda was reviewed.

Motion 04-24-43: Paproski, that the agenda be approved as presented.
Carried.

MINUTES

The minutes from the March 26, 2024, Regular Meeting were reviewed.

Motion 04-24-44: Doepker, that the minutes from the March 26, 2024, Regular Meeting be approved as presented.
Carried.

BOARD

Board Chairperson Report

Chairperson Flory attended an ERP meeting on April 10, 2024, alongside Regional College Board Chairs, CEOs, Ministry representation, and Vendor representation, during which, concerns regarding the project were raised and discussed.

Board Items

Draft 2024-2025 Continuous Agenda Review

President & CEO Yeager presented the 2024-2025 Continuous Agenda. The Board agreed to schedule Tuesday, March 4, 2025, for the FAR meeting originally scheduled in early March. Meeting dates to be

updated to the 2024/2025 fiscal year and take place on the last Tuesday of the month (unless otherwise agreed to).

COMMITTEE REPORTS

Governance and Human Resources Committee

President & CEO Board Evaluation

The completed responses from the President & CEO Evaluation will be reviewed at the Governance & HR Committee meeting immediately following the regular meeting.

Board Evaluation

The completed responses from the Board Evaluation will be reviewed at the Governance & HR Committee meeting immediately following the regular meeting.

PD Opportunities

The Governance and HR Committee will aim to schedule an orientation session with Director Gregg in mid- to late-June.

Next Gov/HR Meeting – October 2024

Finance/Audit/Risk (FAR) Committee

Pre-Audit Meeting – Planning and Questions

Pre-Audit booked for May 28, 2024, in Wakaw. Lead Auditor, Diana Leray, has been invited to join our meeting via Zoom.

Next FAR Meeting – May 28, 2024

PRESIDENT AND CEO REPORT

Draft Multi-Year Business Plan (MYBP) 2024-2027

The President & CEO presented the Draft Multi-Year Business Plan and highlighted the following:

- Programming updates and changes
- Organizational restructuring

Motion 04-24-45: Buan, that the Board approves the 2024-2027 Multi-Year Business Plan as presented.

Carried.

CEO Report

Received for information.

The Board had in-depth discussion regarding the ERP Project and the options available based on current progress. The Board expressed their deep concern of the continued risk (financial and otherwise) to the College if the ERP project continues in its current state.

An ERP meeting was held on April 10, that included the Regional Colleges, Ministry, and Vendor representation. The project is considerably delayed, and the current staffing levels for both the Colleges and the Vendor are insufficient to sustain the workload necessary to uphold and advance the project. Regional Colleges indicated pausing the project would be most beneficial while helping to avoid further risk.

While the project is paused and an evaluation is undertaken to determine the feasibility and advisability of proceeding with the project, Carlton Trail has made the decision to revert back to their former finance system, Navision, as of July 1, 2024.

In-Camera Session without the President and CEO

Motion 04-24-46: Buan, that the meeting moves into an in-camera session at 10:06 AM.
Carried.

CEO joined the meeting at 10:33 PM.

Motion 04-24-47: Doepker, that the meeting moves back into regular session at 10:37 PM.
Carried.

Information Items

Director's Report

Received for information.

Higher Education ERP – SIS Project – Monthly Status Report and Finance Tracker

No updated report received.

Graduation Update

Graduation Invitations were shared for information. Board members volunteered to attend the upcoming celebrations:

- Punnichy – May 29, 2024: Director Paproski
- Humboldt – May 30, 2024: Chairperson Flory

Both Chair Flory and Director Paproski requested greetings be prepared on their behalf.

An event is scheduled for Carlton Trail's 50th Anniversary with an art unveiling taking place the morning of May 30. Further details will be announced and shared with the Board.

