

**Minutes of the Regular Meeting of
The Board of Directors of Carlton Trail College
Held in Carlton Trail College, Classroom 151, Humboldt, SK
June 18, 2024**

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

REGRETS: None

TO ORDER: The Chairperson called the meeting to order at 9:00 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 06-24-59: Doepker, that the agenda be approved as presented.
Carried.

MINUTES

The minutes from the May 28, 2024, Regular Meeting were reviewed.

Motion 06-24-60: Miller, that the minutes from the May 28, 2024, Regular Meeting be approved as presented.
Carried.

BOARD

Board Chairperson Report

The meet and greet for the Regional College Chairpersons scheduled for June 11, 2024, at Suncrest was cancelled. Chair Flory was able to have telephone discussion with Suncrest’s Board Chair and determined that there was a desire to connect as Board Chairs in late summer or early fall.

Director Doepker’s term will be ending on September 9, 2024, at which point he will not be seeking to renew his appointment and will be leaving the Board.

COMMITTEE REPORTS

Governance and Human Resources Committee

Professional Development Activity Update

Received for information.

Board PD Event Agenda

Received for information. The Board and SLT will receive a presentation on the International Education Strategy and International Student Program from Shirley Zhou, Director; Anna Ditablan, Executive Director; and Jennifer Augustin, Manager, from the International Education & Jurisdictional Initiatives department of Advanced Education immediately after the Board meeting.

Board Evaluation Results

Discussed in-camera.

Board Workplan 23-24 Final

Received for information.

Board Workplan 24-25 Discussion

Reviewed and received for information. A draft of the Board Workplan 24-25 will be reviewed and approved in September.

President & CEO Evaluation Summary

Chairperson Flory and Governance & HR Committee Chair Paproski will be presenting the evaluation to the President & CEO in-camera immediately after the Board Meeting.

Board 23-24 Attendance Summary

Received for information. The Executive Assistant will update to show the June 18, 2024, meeting attendance.

Next Gov/HR Meeting – October 22, 2024

Finance/Audit/Risk (FAR) Committee

May 28, 2024, Meeting Minutes

Received for information.

Pre-Audit Meeting Update

KPMG confirmed that they will be able to attend the September 17, 2024, Board meeting.

Next FAR Meeting – September 17, 2024

PRESIDENT AND CEO REPORT

CEO Report

Presented by the President & CEO and received for information.

On June 11, 2024, the Regional College CEOs convened at Suncrest College for their CEO Council meeting, welcoming CICA's President & CEO, Pari Johnston, for part of the discussion. The meeting focused on exploring opportunities and challenges within the Regional College sector and strengthening CICA's relationship with the Colleges.

President & CEO Yeager discussed the challenges of obtaining funding for the Trades Facility expansion project. The Board agreed that President & CEO Yeager should reach out to additional industries that have not yet been approached for potential partnerships in supporting the expansion. This outreach will also provide an opportunity for further discussions regarding the project.

President & CEO Yeager provided an update on recruitment and staffing for the 24-25 fiscal year, including the new out-of-scope management positions.

Information Items

Director's Report

Reviewed and received for information.

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

Received for information. This is currently status quo as waiting for the health check to be completed at the end of June.

The meeting recessed at 10:24 AM for a break. Regular meeting resumed at 10:31 AM.

Draft Strategic Plan

Presented by President & CEO Yeager and received for information.

The following change was noted by Director Paproski:

Update all mentions of "K-12" to instead read "Pre-K-12"

Motion 06-24-61: Miller, that the Board gives directional approval to proceed with the 2024-2028 Strategic Plan

VP FINANCE REPORT

Revenue and Expense Report

Presented by the VP Finance and received for information.

Income Statement/Balance Sheet

Presented by the VP Finance.

OTHER

Correspondence

Next Board Meeting – September 17, 2024

Information Items

Received for information.

Roundtable

Director Buan attended a SEDA conference recently that included a presentation that included information regarding Starlink Services and the lack of computer science/coding programming available in the K-12 curriculum.

In-Camera Session with the President and CEO

Motion 06-24-62: Miller, that the meeting moves into an in-camera session at 11:17 AM.
Carried.

CEO left the meeting at 11:45 AM.

Motion 06-24-63: Buan, that the meeting moves back into regular session at 12:14 PM.
Carried.

Adjournment

Motion 06-24-64: Doepker, that the meeting adjourn at 12:16 PM.
Carried.

Chairperson

Recorder