



Board of Governors Meeting; BM-01-21  
Virtual Meeting Via Webex Platform  
February 23, 2021

Board Members in Attendance:

Alastair O’Rielly	Elizabeth Kidd	Dorothy Pye-Johnson	Donna Rideout
Mark Bradbury	Chris Newhook	Ken Martin	Peter Adams
Charles Randell	Debbie Brake-Patten	Kevin Kelly	Brenda Kelleher-Flight
Candice Ennis-Williams			

Regrets:

Devon Brake	Jill Quilty	Wade Pinhorn	Sam Synard
John Gibbons			

Staff in Attendance:

Annette Morey	Geoff Peters	Heidi Staeben-Simmons	Trudy Barnes
Sharon McLennon			

Recorder: Giselle Borden

**RESOLUTIONS**

BM 01-21-2	A motion was put forth and seconded that the agenda be accepted with the Chair’s Report moved to the first item of business.	Motion Carried
BM 01-21-5	A motion was put forth and seconded that the Consent Agenda be approved as presented. Two items included under Consent Agenda: 1) the Draft November 25, 2020 Board minutes; and 2) Briefing Note for IOC Agreement.	Motion Carried
BM- 01-21-11	A motion was put forth and seconded that the 2021-2022 budget be adopted.	Motion Carried

**MINUTES**

**1. Call to Order**

The Chair welcomed everyone and called the meeting to order at 9:01am.



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The Board Chair indicated that he would be participating for the first hour of the meeting and that the Vice-Chair would Chair the meeting.

**2. Review of Agenda**

The Chair's Report was moved to # 4, the first item of business on the agenda.

A motion was put forth and seconded that the agenda be accepted with the Chair's Report moved to the first item of business.

Motion carried.

**3. Conflict of Interest Declaration**

There were no conflict of interest declarations for any of the items on the agenda.

**4. Chair's Report**

The Chair noted that all Memorial/CNA cross appointed Governor terms expired on February 20, 2021. CNA cross appointees are eligible to remain on the Board until a replacement has been appointed or their term is extended for a further three years. One of the Board members has completed their second term and will remain on the Board until a replacement has been selected. One of the remaining cross-appointment Governors is not seeking a second term on the Board. The Chair would like to formally thank the exiting Governor at the next Board meeting.

The Chair provided an overview of activities since the last Board meeting and noted that the College is in a good position to play an essential role in recovery efforts after the pandemic in various sectors within the province.

**5. Consent Agenda**

A motion was put forth and seconded that the Consent Agenda be approved as presented. Two items included under Consent Agenda: 1) the Draft November 25, 2020 Board minutes; and 2) Briefing Note for IOC Agreement. Motion Carried

**6. Review of Action Items**

There were no action items to review from the previous meeting.

**7. President's Report**

The tremendous effort by College employees in transitioning to online delivery and working from home last year and again this year was acknowledged by the President and by the Board.



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A big area of concern is the mental health of students and staff, but especially that of staff. The College has, and continues to, implement mental health awareness strategies and assistance for all.

Board members were pleased to see the number of new articulation agreements with MUN and other institutions that provide pathways for our students to complete undergraduate and graduate degrees.

#### **8. Finance Committee Report**

The Finance Committee has been working to reconstitute the Committee from that of audit to finance. The final draft of the roles and responsibilities for the Finance Committee will be presented at the April Board meeting.

Acknowledgement was given to College staff for the successful and timely virtual completion of last year's audit. The audit for this year is currently underway and ahead of the same time last year.

The 2021-2022 budget will be presented later in the meeting.

#### **9. Governance Committee Report**

The first professional development session for the Board will be held during the April Board meeting. This will be a management topic presented by the College.

The first governance professional development session will also be held in April. The committee will determine how and when this session will be held.

Suggestions for other areas of professional development include: 1) the role of the Board in risk management; 2) distinction between a governance board and a management board; 3) cultural competency training; and 4) managing risk.

The Board member self-evaluation will be completed before the April Board meeting.

The Board evaluation will be completed sometime in May so that the results can be collated and presented at the June Board meeting.

#### **10. Quality Committee Report**

The Quality Committee is continuing to work on determining the purview of this new committee of the Board. It is hoped that a final draft of the roles and responsibilities will be completed after the next committee meeting.

#### **11. Budget 2021-22 Presentation**

The VP, Finance and Administration presented the 2021-22 budget to the Board.



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A motion was put forth and seconded that the 2021-2022 budget be adopted. Motion carried.

**12. Year End Projection**

The year-end projection is currently showing a surplus for the College. This figure does not include costs associated with the return to online delivery and train out of programs since the Province returned to alert level 5 in February.

**13. WIC (Workplace Innovation Centre) Presentation**

The VP, Partnerships and Innovation and the Director of Workforce Innovation joined the meeting. The Director of Workforce Innovation was introduced to the Board and proceeded to give a presentation regarding the NL Workplace Innovation Centre.

The Director was thanked for her presentation and both were excused from the meeting.

**14. In Camera Session**

The Vice Chair called an in-camera session at 12:45pm. College employees were excused from the WebEx platform. The session concluded at 1:00pm.

**15. Adjournment**

As all agenda items were completed and there was no further business to discuss, the meeting adjourned at 1:00pm.