

**NICOLA VALLEY INSTITUTE of TECHNOLOGY**

**Board of Governors**

**MINUTES**

Meeting #2020/02 – April 8, 2020 4:00 PM

MS Teams / Teleconference [1-877-385-4099, passcode: 3990546#]

DATE: \_\_\_\_\_

BOARD MEMBER'S SIGNATURE: \_\_\_\_\_

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**CHAIR:**

Jamie Sterritt

**BOARD OF GOVERNORS:**

Lindsay Borrows

Alan Casper

Lara-Lisa Condello

Paul Donald

Terena Hunt

Lennard Joe

Sashia Leung

Melissa Louie

Maynard McRae

Tessa Quewezance

**EX-OFFICIO**

Elaine Herbert, Education Council Chair *regrets*

Ken Tourand, President & CEO

**BOARD MEMBER REGRETS:**

Nkikaxni Grismer-Voght

**RECORDER:** Pat Brown, Executive Assistant, President & Board and Elders Coordinator

**Opening Prayer: Maynard McRae**

*The Board extended Birthday wishes to Ken!*

**1. Adoption of Agenda**

**B20/22** It was moved and seconded that

the regular meeting agenda be adopted. **Motion Carried.**

**2. Board Information**

**B20/23** Announcements:

a) Elder Amelia Washington was honoured at an International Women's Day Event.

b) Ken normally presents the Ken Tourand Student Governance Awards in person at the April Board meeting, but due to this meeting moving online, Xni Grismer-Voght & Alan Casper already received their awards.

### **3. Consent Agenda**

**B20/24 It was moved and seconded that**

the Board approve the consent agenda as presented. **Motion Carried.**

**B20/25** Board minutes of February 10, 2020.

**B20/26** Executive Report.

**B20/27** 2020 – 2021 Board Meeting Dates.

**B20/28** BCAFN Special Resolution for NVIT Immediate Entry Bursary.

**B20/29** First Nations Languages Briefing Note.

**B20/30** Correspondence:

- a) Ventilator Unit Replacement (AEST)
- b) Co-op & Work-Integrated Learning Initiative (UVic)
- c) First Nations Communities Language Revitalization (AEST)
- d) Regional Certificate Programs on Indigenous Governance (AEST)
- e) 2020-2021 Membership Renewal Letter [CICAN]
- f) Message from Minister Mark re: COVID 19 [AEST]

#### **REGULAR AGENDA:**

### **4. President's Report**

**B20/31** Ken reviewed his report to the Board.

### **5. Education Council Report**

**B20/32** Ken provided an update on the Education Council.

### **6. Audit & Risk Management Committee**

**B20/33** Paul reviewed the Audit & Risk Management minutes of April 1, 2020.

**B20/34** Ken reviewed the additional 2020/2021 Special Purpose Funding that was received as year-end funding at the end of March. One correction is that the permission to carry over funding for the Masters' program has been increased by an additional \$230,000.

**B20/35** Ken reviewed the 2020/2021 Budget Presentation.

**B20/36 It was moved and seconded that**

the 2020/2021 Annual Budget be approved. **Motion Carried.**

A budget update will be provided at the June Board meeting.

**7. March 2020 FTE Report**

**B20/37** NVIT achieved 125.7% (700.22) of its 579 AEST FTE for 2019/20 as of March 10, 2020. A final FTE report will be presented at the June meeting.

**8. 2020/2021 Mandate Letter**

**B20/38** It was moved and seconded that

the 2020/21 Government Mandate Letter be accepted. **Motion Carried.**

Ken reviewed highlights of the Mandate Letter which is received each year from the Minister. The only change this year is that the Board Chair signs it and not the entire Board. The letter must be returned to the Ministry & posted on NVIT's website.

**9. COVID 19**

**B20/39** Ken provided a report on NVIT's response to the COVID 19.

Jamie, on behalf of the Board, extended appreciation to Ken & all NVIT staff for overcoming all of the challenges the last few months.

**10. Amphitheatre**

**B20/40** Ken reported that the Amphitheatre is on budget & schedule and will be completed by April 30<sup>th</sup>.

**11. Adjournment**

**B20/41** There was unanimous agreement to adjourn the meeting at 5:08pm.

*Note: There was a brief roundtable after the meeting adjourned to gauge Board members experience using iYooq and MS Teams. Everyone agreed that both were user friendly and superior to other platforms. iYooq will be used to post all Board meeting agendas & minutes and MS Teams will be used for all virtual Board meetings.*

**DATE OF NEXT MEETINGS: Monday May 11, 2020, 3:30pm, MS Teams / Teleconference  
Monday June 8, 2020, 5:00pm, Merritt**

**Please submit expense claims and meeting dates attended to Pat.**