

NICOLA VALLEY INSTITUTE of TECHNOLOGY

Board of Governors

MINUTES

Meeting #2018/05 – December 3, 2018

First Nations' Emergency Services Society [FNESS]

Unit 102 - 70 Orwell Street

[North Vancouver, BC]

Date: \_\_\_\_\_

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

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BOARD MEMBERS PRESENT:

Lindsay Borrows  
Lara-Lisa Condello  
Xni Grismer-Voght  
Melissa Louie [via phone]  
Yvonne Mensies  
Jamie Sterritt

Nicasio Campos  
Terena Hunt  
Sashia Leung [via phone]  
Maynard McRae [via phone]  
Tessa Quewezance

Elaine Herbert [non-voting]

Ken Tourand [non-voting]

BOARD MEMBERS REGRETS:

Paul Donald

ELDERS:

Ethel Gardner

Mia Hunt

Meeting called to order at 5:00pm. Opening Prayer by Elder Mia Hunt.

Jamie introduced the new Board members followed by roundtable introductions.

BOARD MEETING AGENDA:

1. Adoption of Agenda

**B18/87 It was moved and seconded that**

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

Amendment: add #8 B18/102a) Motion to approve the Culinary Arts tuition & shop fees.

2. Board Appointments

**B18/88 It was moved and seconded that**

the Board accept the Oath of Offices completed by the newly elected faculty representative Lara-Lisa Condello and student representative Nkikaxni Grismer-Voght. *Motion Carried.*

### 3. *Election of Officers*

**B18/89 It was moved and seconded that**

the President conduct the election of officers (Chair, Vice-Chair, two Executive). *Motion Carried.*

Nominations were called, in turn, for each of the following positions:

Chair: Jamie Sterritt was declared Chair by acclamation.

Vice-Chair: Paul Donald was declared Vice-Chair by acclamation.

Executive Committee: Maynard McRae and Terena Hunt were declared Executive Committee members by acclamation.

Ken turned the chair over to Jamie.

**B18/90 It was moved and seconded that:**

the Board appoint members to the Audit & Risk Management Committee (Chair Paul Donald, Vice-Chair Lara-Lisa Condello, and three members-at-large Lindsay Borrows, Nicasio Campos & Tessa Quewezance). *Motion Carried.*

Prior to the meeting, Paul agreed to let his name stand if he was nominated for any position.

### 4. *Board Information*

**B18/91** Announcements.

Paul was unable to attend this meeting due to the passing of a family member. The Board expressed their condolences to Paul & his family.

Ken reported that a Merritt student passed away on the weekend due to an accident. Elders & counsellors are on campus to help students deal with the loss.

**B18/92** Circulation file folder.

### 5. *Consent Agenda*

**B18/93 It was moved and seconded that**

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

**B18/94** Board Minutes of October 1, 2018.

**B18/95** Executive Report.

**B18/96** Select Standing Committee on Finance.

**B18/97** Correspondence.

- a) Public Sector Board Governance Workshop (MAEST).
- b) Government of BC Public Accounts (MAEST).
- c) 2016-17 to 2018-19 BC Tuition Fees & Mandatory Fees (MAEST).

**REGULAR AGENDA:**

**6. *President's Report***

**B18/98** Ken reviewed his President's report.

**B18/99** Ken reviewed the Key Performance Indicators.

**7. *Elders Council Report***

**B18/100** Mia reported that the Vancouver Elders met earlier today. Phil is teaching drum making classes & Mia is teaching the students to paint designs on the drums. The Vancouver Elders are selling raffle tickets to raise funds for gifts for students.

Ethel was away for a semester but is back working on Fridays. She lives in Chilliwack and traffic on Fridays can be challenging at times.

**8. *Education Council***

**B18/101** Elaine provided an update on the Education Council.

**B18/102** The Culinary Arts Certificate program was approved by the Board Executive at their Nov 15<sup>th</sup> meeting.

**B18/102a) It was moved and seconded that**

the program tuition fees of \$2,500 and shop fees of \$300 for the Culinary Arts Professional Cook 1 certificate be approved. *Motion Carried.*

**9. *Audit & Risk Management Committee***

**B18/103** The Audit & Risk Management minutes of September 27 & November 1, 2018 were reviewed.

**B18/104 It was moved and seconded that**

the Financial & FTE Report (MD&A) be approved. *Motion Carried.*

Highlights of the MD&A:

- Overall revenue and expenses are consistent with the prior years;
- Divisional expenses are within budget;
- Ancillary services surplus is 14% higher than the prior year;
- Overall FTE is 12% higher than the prior year.

**10. Sexualized Violence Policy Report**

**B18/105** There are no incidents to include on the Sexualized Violence annual report to the Board.

**11. Individual Conduct Policy**

**B18/106** It was moved and seconded that

the Individual Conduct policy be approved. *Motion Carried.*

**12. BCIT Lease Agreement**

**B18/107** It was moved and seconded that

NVIT enter into a 3-year lease term with BCIT Burnaby for 4355 Mathissi Place Burnaby effective January 1, 2019. *Motion Carried.*

Update: It will likely not become effective until February due to delays at the Ministry.

**13. Capital Project Update**

**B18/108** Ken provided the final report on the Centre of Excellence in Sustainability (COES).

**14. Board Strategic Priorities – Education Plan & Community Education**

**B18/109** Verna Billy-Minnabarriet, John Chenoweth and Aruna Gore did a presentation on the Education Plan & Community Education.

**15. Adjournment**

**B18/110** It was moved and seconded that

the regular meeting adjourn at 6:23pm. *Motion Carried.*

**DATE OF NEXT MEETING:** *Tuesday, February 12, 2019*  
*Teleconference Meeting*

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