

Mission Statement

With respect for cultures and the needs of communities, Northern Lakes College provides quality educational programs and services which enable adults to continue their education, to improve their employment opportunities, and to enhance their quality of life.



MINUTES
The Board of Governors of Northern Lakes College

June 21st, 2018

10:00 a.m.

Slave Lake Campus

Present:

Governors	
Daniel Vandermeulen - <i>Public Member (Chair)</i>	✓
Fern Welch - <i>Public Member</i>	✓
Ray Stern - <i>Public Member</i>	X
Tim Murphy - <i>Faculty Association-nominated Member</i>	X
Edith Mackenzie – <i>Staff Association-nominated Member</i>	✓
Candice Calliou – <i>Public Member (teleconference)</i>	X
Gloria Fierro – <i>Student nominated Member</i>	✓
Inier Cardinal – <i>Public Member (teleconference)</i>	✓
Marie Dyck – <i>Public Member</i>	X
Ernst (Ernie) Grach – <i>Public Member</i>	✓
Ann Everatt – <i>President and CEO</i>	✓
Staff	
Madeline McVey, <i>Vice President, Academic</i>	✓
Rob LeSage, <i>Vice President, Corporate Services and Chief Financial Officer</i>	✓
Bruce D’Sena, <i>Chief Information Officer</i>	✓
Lisa Richard, <i>Executive Assistant Board of Governors</i>	✓
Guests	
Wendy Ramjit, <i>Executive Assistant CFO, VP Corporate Services</i>	✓

1. Opening

1.1 Confirm Quorum: Quorum established

1.2 Call to Order: The meeting was called to order at 10:01 a.m. by the Chair, Daniel Vandermeulen.

1.3 Conflict of Interest: No conflict was declared.

2. Consent Items:

2.1 Adoption of Public Meeting Agenda

No additions or deletions.

MOTION 082-17/18: Moved by **Ernie**
That the agenda for June 21st, 2018 be adopted as presented.
CARRIED

2.2 Acceptance of Minutes

The May 24th, 2018 minutes were accepted as presented.

MOTION 083-17/18: Moved by **Fern**
That the May 24th, 2018 Minutes be accepted as presented.
CARRIED

3. Reports

3.1 Board Chair's Report: Daniel Vandermeulen

The Board Chair's report was presented to the Board.

3.2 President's Report: Ann Everatt

The President's report was presented to the Board. Board members were reminded that the sunshine list has been submitted to the Ministry and will be publicly available.

3.3 Risk Management Report: Ann Everatt, Bruce D'Sena

The Risk Management report was presented to the Board. Board members were provided copies of the *Key Management Declaration forms* for completion and submission.

Action item from April 19th remains.

<p>Action: Bruce & Rob to develop a building security plan (including budget for security/IT upgrades) for each campus. Bring forward a plan in May & June, with full implementation targeted for Sept 1st 2018.</p>
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3.4 High Prairie Campus Construction Committee Update:

Dan presented the High Prairie Campus Construction Committee update. Highlights include:

- Meeting scheduled with Manasc Isaac – June 22 in Edmonton
- Discussion of accommodation arrangements for staff/students in High Prairie during construction.

3.5 Economic & Social Impact: Ann Everatt

President reported on Economic and Social Impact. This item can now be removed as a standing item on future agendas.

3.6 Post Secondary Collaboration: Ann Everatt

Post-Secondary Collaboration was discussed with the Board

3.6.1 Kayas College

Collaborations are ongoing.

3.6.2 Athabasca University

Memorandum of Action has been signed and collaboration efforts are ongoing. Northern Lakes College has been granted operating space within the main University building in Athabasca. In exchange Athabasca University has been granted operating space in Northern Lakes College's hub campuses.

4. Committees

The board as a whole participated in committee discussions.

5. Lunch

6. Business:

6.1 Audit & Finance Committee:

All Board members participated in the Audit & Finance Committee.

Motion 084-17/18 granting approval to close the CCEC (Museum) account and transfer the remaining balance into the Northern Lakes College chequing account, and **Motion 085-17/18** granting approval to pay the final invoice from Advanced Education for the Gift Lake campus as per Delegation of Authority has been recorded in the committee meeting minutes.

6.2 Programs & Services Committee Report:

All Board members participated in the Programs & Services Committee.

Motion 086-17/18 granting approval to place the Smoky River (McLennan) Campus on notice, has been recorded in the committee meeting minutes.

6.3 Students' Association Financial Statements

Gloria presented the Students' Association financial statements for 2016 & 2017 brought forward as information.

Action: Rob to look into the Salary provided to the Business Manager for the Students' Association, and what the College is responsible for covering.

Action: Include a review of the Students' Associations audited Financial statements on the 2018-2019 Board Work Plan and Schedule.

6.4 Students' Association Leadership Report

Gloria presented the Students' Association Leadership report brought forward as information.

6.5 Facilities Master Plan 3rd Reading

Members reviewed the Facilities Master Plan for 3rd and final reading.

MOTION 087-17/18: Moved by **Gloria**
That the Facilities Master Plan be approved for 3rd
and final reading.
CARRIED

7. Policies

7.1 Drug & Alcohol Policy – 3rd Reading

Members reviewed the Drug & Alcohol Policy brought forward for 3rd and final reading.

MOTION 088-17/18: Moved by **Edith**
That the Board approve the Drug & Alcohol Policy
for 3rd and final reading.
CARRIED

7.2 Travel Expense Hospitality & Public Disclosure Policy – 2nd Reading

Members reviewed the *Travel Expense Hospitality & Public Disclosure Policy* brought forward for 2nd reading. Changes include: updating the Public Disclosure (section #7) to reflect making all Board member public disclosures available on the College website. Bring back with amendment for second reading.

8. Next Agenda:

3.4 High Prairie Campus Committee

7.1 Policy Review

9. In Camera Session

The meeting adjourned June 21st, 2018 at 1:45pm.