

#### 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.

#### Vision Statement

Northern Lakes College will be recognized as a first-choice community-based college with the most accessible programs and services in Alberta.



## MINUTES The Board of Governors of Northern Lakes College

---

April 18, 2019

10:00 a.m.

Room D111, Driftpile Campus, Driftpile, AB

---

### Present:

| Governors   |   |
|---|---|
| Daniel Vandermeulen - <i>Public Member (Chair)</i>                                | ✓ |
| Fern Welch - <i>Public Member</i>   | ✓ |
| Ray Stern - <i>Public Member</i>  | ✓ |
| Tim Murphy - <i>Faculty Association-Nominated Member</i>                          | ✓ |
| Rachel Ouellette - <i>Staff Association-Nominated Member</i>                      | ✓ |
| Candice Calliou - <i>Public Member</i>  | ✓ |
| Gloria Fierro - <i>Student Nominated Member</i>                                   | ✓ |
| Inier Cardinal - <i>Public Member</i>   | ✓ |
| Marie Dyck - <i>Public Member</i>   | ✓ |
| 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>                                    |   |
| Diane Smith, <i>Executive Director, Student Services</i>                          | ✓ |
| Tracey Solcan, <i>Executive Assistant, Board of Governors</i>                     | ✓ |
| Guests  |   |
| Lynette Lambert, <i>President, Northern Lakes College Student Association</i>     | ✓ |
| Bobbi De Lastiwka, <i>Vice President, Northern Lakes Student Association</i>      | ✓ |

### 1. Opening:

**1.1 Confirm Quorum:** Quorum established

**1.2 Call to Order:** The public meeting of the Board of Governors was called to order at 10:15 a.m. by Chair, Daniel Vandermeulen.

**1.3 Conflict of Interest:** No conflict was declared.

## 2. Consent Items:

### 2.1 Adoption of Public Meeting Agenda

**MOTION 090-18/19:** That the agenda for the April 18, 2019 public meeting of the Board of Governors be adopted as presented.

Moved by Ernst Grach

CARRIED

### 2.2 Acceptance of Minutes

The March 21, 2019 minutes were reviewed for any errors or omissions.

**MOTION 091-18/19:** That the March 21, 2019 minutes of the public meeting of the Board of Governors be accepted as presented.

Moved by Ray Stern

CARRIED

## 3. Reports:

### 3.1 Chairmans' Report: Daniel Vandermeulen

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

### 3.2 Presidents' Report: Ann Everatt

The President's Report was presented to the Board.

### 3.3 High Prairie Campus Construction Committee Report: Ray Stern

The High Prairie Campus Construction Committee Report was presented to the Board.

- Campus Designs

### 3.4 Council of Community Education Committee Report: Ann Everatt

The Council of Community Education Committee Report to the Board.

- CCEC Workshop May 1 & 2

### 3.5 Risk Management Report: Robert LeSage

The Risk Management Report was presented to the Board.

### 3.6 Post-Secondary Collaborations: Ann Everatt

The Post-Secondary Collaboration Report was presented to the Board.

### 3.7 Communication Plan

The Communication Plan was presented to the Board.

**Lunch:** 12:30 p.m. -1:00 p.m.

**Business 6.1 occurred prior to Committee break out.**

### 6.1 Northern Lakes College Students Association Financial Statements

Lynette Lambert, President, and Bobbi De Lastiwka, Vice President of the Northern Lakes Students Associate joined the public meeting of the Board of Governors at 1:00 pm.

The Northern Lakes College Students Association representatives presented the Northern Lakes College Students Association 2018 Financial Statements.

Lynette Lambert, President, and Bobbi De Lastiwka, Vice President, left the public meeting of the Board of Governors at 1:16 pm.

### **Committees**

The Board broke away for committee meetings at 1:16 p.m.

The Board as a whole resumed meeting at 2:51 p.m.

### **6.2 Audit & Finance Committee Report**

Ray Stern provided a report on the Audit & Finance Committee meeting.

- Accounts Receivables

#### **6.2.1 2019 – 2020 Budget – 2<sup>nd</sup> Reading**

**MOTION 092-18/19:** To approve the 2<sup>nd</sup> reading of the 2019-2020 operating budget as presented.

Moved by Ray Stern

CARRIED

**MOTION 093-18/19:** To approve the 2<sup>nd</sup> reading of the 2019-2020 capital budget as presented.

Moved by Ray Stern

CARRIED

#### **6.2.2 Restricted Accumulated Surplus**

**MOTION 094-18/19:** To approve changes to the 2019-2020 restricted accumulated surplus as presented.

Moved by Ray Stern

CARRIED

### **6.3 Programs & Services Committee Report**

Fern Welch provided a report on the Programs & Services Committee meeting.

### **6.4 2019 – 2022 Comprehensive Institutional Plan**

President Ann Everatt presented the 2019 – 2022 Comprehensive Institutional Plan to the Board of Governors for 2<sup>nd</sup> reading.

**MOTION 095-18/19:** To approve the 2<sup>nd</sup> reading of the 2019 – 2022 Comprehensive Institutional Plan as presented.

Moved by Ray Stern

CARRIED

### **6.5 Student Housing & Lease**

President Ann Everatt and Vice President, Corporate Services Robert LeSage spoke to Northern Lakes College student housing, lease contracts and security offices.

## **7. Policies:**

### **7.1 Board Member Recognition Procedure**

President Ann Everatt spoke to the Board Member Recognition Procedure as it is under review and is presented for informational purposes only.

**8. Next Agenda:**

The next meeting will be held in High Level on May 23, 2019.

8.1 2019-2020 Budget – 3<sup>rd</sup> & Final Reading

8.2 2019-2022 Comprehensive Institutional Plan

8.3 2019-2020 Meeting Schedule

**9. In Camera Session**

**MOTION 096-18/19:** To approve the public meeting of the Board of Governors to go in camera to discuss personnel issue.

Moved by Marie Dyck

CARRIED

The Board broke away for in camera session at 3:55 p.m.

The Board broke from in camera session at 4:11 p.m.

**MOTION 097-18/19:** To approve the public meeting of the Board of Governors to break from in camera session.

Moved by Ernst Grach

CARRIED

**10. Conclusion of Public Meeting**

**MOTION 098-18/19:** To conclude the April 18, 2019 public meeting of the Board of Governors for Northern Lakes College.

Moved by Ray Stern

CARRIED

The meeting adjourned April 18, 2019 at 4:14 p.m.