

NICOLA VALLEY INSTITUTE of TECHNOLOGY

Board of Governors

MINUTES

Meeting #2019/04 – June 10, 2019

Tsleil-Waututh Nation Admin Building Gathering Space
3178 Alder Court, North Vancouver

Date: _____

BOARD MEMBER'S SIGNATURE: _____

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BOARD MEMBERS PRESENT:	Lindsay Borrows [via phone]	Nicasio Campos
	Lara-Lisa Condello	Terena Hunt
	Xni Grismer-Voght	Melissa Louie
	Yvonne Mensies	Tessa Quewezance
	Jamie Sterritt	

Elaine Herbert [non-voting]	Ken Tourand [non-voting]
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BOARD MEMBERS REGRETS:	Paul Donald	Sashia Leung
	Maynard McRae	

ELDERS:	Margaret George	Mia Hunt

Board Chair Jamie Sterritt called the meeting to order at 5:00pm. Opening Prayer by Elder Margaret George.

BOARD MEETING AGENDA:

1. Adoption of Agenda

B19/47 It was moved and seconded that

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

2. Board Information

B19/48 Announcements.

a) Jamie extended congratulations to staff for organizing the recent graduation ceremonies at both campuses. The Merritt campus held its inaugural graduation in the new COES gymnasium. Appreciation was also extended to the Board members who attended the graduations.

b) This was Nic & Xni’s last meeting & they were presented with certificates & letters of appreciation.

Nic expressed appreciation for a great learning opportunity and experience.

Xni also had a great experience and hopes to be re-elected to the Board in the fall.

B19/49 Circulation file folder.

The circulation file folder will be posted on the portal with the draft minutes from this meeting.

3. Consent Agenda

B19/50 It was moved and seconded that

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

B19/51 Board Minutes of April 12 & May 13, 2019.

B19/52 Executive Report.

B19/53 Correspondence.

- a) Routine Capital Funding Allocation (MAEST).
- b) Education Quality Assurance Designation (MAEST).

REGULAR AGENDA:

4. President's Report

B19/54 Ken reviewed his report to the Board.

5. Elders Council Report

B19/55 Margaret & Mia provided the following updates:

Margaret: Programs were very busy. Students last year were overloaded & had little time to spend with the Elders but were grateful to do the arts & crafts with the Elders. The Elders honouring was a big surprise & the blankets were gorgeous. It was an interesting & informative workshop with Lara & needs to be done often. People need to be sensitive to students because you don't know the turmoil they are going through.

Mia: It was a good year. She cried & danced at the Elders honouring & was surprised & honoured to receive a blanket. The students wish the Elders were there during the summer months.

6. Education Council

B19/56 Elaine provided an update on the Education Council.

Note: Paul Donald sent his regrets. Prior to this meeting, Paul had an opportunity to review agenda items #7 to #11 and submitted his approval with no concerns.

7. Audit & Risk Management Committee

B19/57 The Audit & Risk Management minutes of April 8 & May 13, 2019 were reviewed.

B19/58 It was moved and seconded that

the 2018/19 Appointee Remuneration Committee (ARC) Board Remuneration be approved. *Motion Carried.*

B19/59 It was moved and seconded that

the 2018/19 Final FTE Report be approved. *Motion Carried.*

8. *Quarter 1 Financial Forecast*

B19/60 It was moved and seconded that

the Quarter 1 Financial Forecast be approved. *Motion Carried.*

9. *NVIT Risk Register*

B19/61 It was moved and seconded that

the NVIT Risk Register be approved. *Motion Carried.*

10. *Five-Year Capital Plan*

B19/62 Ken reviewed the top five priorities for NVIT as indicated in the five-year capital plan that must be submitted to the Ministry for their consideration.

Renovations to the student housing are on hold. There are two new housing developments, one near NVIT, potentially underway. It would be futile to invest money if housing is built near NVIT.

11. *Executive Compensation Disclosure Statement*

B19/63 It was moved and seconded that

the Executive Compensation Disclosure Statement for 2018/19 be approved. *Motion Carried.*

This report must be submitted to the Public Sector Employers' Council Secretariat annually and includes employees whose base salary is \$125,000 or more.

12. *2018/19 Year End Priorities and KPI Report*

B19/64 2018/19 Year End Priorities and KPI Report.

Ken's presentation outlined the 2018/19 strategic priorities and their progress.

Ken also reviewed the KPI annual targets & assessment. This is an ongoing document and will be updated for the fall. Ken welcomes feedback or suggestions.

13. 2019/20 President Priorities

B19/65 2019/20 President Priorities.

Ken presented his priorities for 2019/20.

The Board meeting broke for dinner at 6:43pm and resumed at 7:10pm.

14. Institutional Accountability Plan & Report

B19/66 It was moved and seconded that

the draft Institutional Accountability Plan & Report be accepted and approved in principle. *Motion Carried.*

The Board was asked to approve the document in principle because it was submitted in draft form to the Ministry on May 27th and they may suggest changes. The final copy must be submitted to the Ministry by July 15th. Any significant changes to the document will be brought back to the Board.

15. Amphitheatre Project

B19/67 An update on the Amphitheatre project.

The amphitheatre project will be self-funded and construction is anticipated to be completed by winter. Facilities is exploring types and costs of a protective covering.

16. Adjournment

B19/68 There was unanimous agreement to adjourn the regular meeting at 7:30pm.

**DATE OF NEXT MEETINGS: Monday October 7, 2019
Merritt BC**

Please submit expense claims and meeting dates attended to Pat.