

OPEN SESSION MINUTES

Tuesday, October 24, 2023

4:30 p.m. – 6:45 p.m.

Room C-112/C-113 Silver King Campus, Nelson /
Zoom

BOARD OF GOVERNORS

BOARD MEMBERS:

Margaret Sutherland, Chair	Christy Anderson, Vice Chair
Debbie Bird	Kris Salikin
Danny Bradford	John Dutton
Ken Wyllie	Amed Naqvi
Bronwyn Krause	Kim Pham
Maggie Matear, President	Sarah Lechthaler, EdCo Chair

REGRETS:

Abhilash Bhasin	Kamalpreet Singh
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LEADERSHIP TEAM MEMBERS:

Lareena Rilkooff, Executive Director Finance & Risk
Taya Whitehead Vice President Education & Students
Kerry Clarke, Vice President College Services/CFO
Donna Drover, Director Facilitates & Bus. Services
Brier Albano, Associate Vice President Student Success
Stacey Matthews, Executive Director HR
Tammie Clarke, Dean

BOARD OBSERVER:

Ken Laing, SCFA

TOPIC

1. MEETING OPENING

Old One Donna Wright opened the meeting in a good way, accompanied by a student.

2. TERRITORIAL ACKNOWLEDGMENT

Board Chair Margaret Sutherland provided a territorial acknowledgment.

3. INTRODUCTIONS

Roundtable introductions were made.

4. OATH

The oath was taken by all Board members in attendance.

5. ADDITIONS TO THE OPEN SESSION AGENDA OF OCTOBER 24, 2023

There were no additions to the agenda.

6. ADOPTION OF THE OPEN SESSION AGENDA OF OCTOBER 24, 2023

MOTION: "To adopt the agenda of October 24, 2023 as circulated."

Carried

7. ADOPTION OF THE CONSENT AGENDA OF OCTOBER 24, 2023

- Draft Open Session Board Minutes of June 27, 2023
- Draft Development Committee Minutes of June 23, 2023
- October Dashboard
- Education Council Report

MOTION: "To adopt the consent agenda of October 24, 2023 as circulated."

Carried

8. PRESIDENT'S REPORT

- HBR Strategic Planning [video](#) presented as overview of difference between Planning and Strategy
 - No questions were raised regarding the circulated report.
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9. STRATEGIC PLAN DASHBOARD

- Provided as information;
 - Most categories are on track;
 - Progress is being made in both the development of the Strategic Enrollment Management (SEM) Plan, and HR's performance monitoring tools; and
 - Some software implementation is behind schedule.
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10. FIVE YEAR CAPITAL PLAN

- The Director of Facilities & Business Services reviewed the circulated briefing note that provided a high-level overview of Selkirk College's capital requirements, as described in the Five-Year Capital Plan:
 - Priority 1 – Student Housing Trail Campus
 - Priority 2 – Waste Water Treatment Facility (Castlegar Campus)
 - Priority 3 – Health Sciences Expansion (Monashee wing, Castlegar Campus)
 - Priority 4 – Tenth Street Student Housing
- The Ministry will announce capital project funding decisions for the sector in the next few weeks.
- In the future the Five Year Capital Plan will be approved by the Board in June to align with the Ministry's deadlines.

MOTION: "To approve the 2024 Five Year Capital Plan as circulated."

Carried

11. FACILITIES

- The Director of Facilities & Business Services reviewed the circulated briefing note.
 1. Routine Capital:
 - All routine capital projects submitted for this fiscal year have received approval from the Ministry.
 - For the current fiscal year, more than seventy project submissions were received for evaluation, with twenty-seven receiving endorsement from the committee and approval from the Ministry. These approved projects encompass a diverse range, including classroom renovations and enhancements, electrical system upgrades, linear infrastructure improvements, accessibility enhancements, exterior wayfinding improvements, fire alarm system upgrades, and enhancements to our IT infrastructure.
 2. Capital Projects:
 - Student Housing: Remediation work to repair water damage to the Castlegar project following a heavy rainfall in August is underway. Remediation work is expected to be covered by project insurance. The Silver King project is on schedule and expected to welcome students in Winter 2024.
 - Castlegar Water System: Project seeing the Castlegar Campus connected to the City of Castlegar water system is expected to be completed in December 2023.
 - Trail Campus: Initiated medium and long term renovation work. The scarcity of available contractors in the local region has presented a considerable challenge for many of the projects. Currently, Facilities is conducting a review of the project to explore alternative strategies that might yield more success.
 - Tenth Street Outdoor Indigenous Gathering Space: Nearly complete. An awakening and official launch of the space are currently in the planning stages, with involvement from our Elders on campus and our Nation partners.
 - Castlegar Cafeteria Upgrades and Renovations: In response to feedback from the student engagement survey a partnership between Columbia Basin Trust and the college is in place to initiate the first phase of a cafeteria renovation project which is expected to be finished in November 2023. Phase 1 includes: painting and LED lighting, new furniture, sound panels, extra power receptacles.
- Discussion ensued.

12. GOVERNANCE

- President’s 2023/24 Performance Evaluation/Goals & Objectives
- 2023-24 Board Committees and Membership
- 2023-24 Board Committee Calendar
- Board Chair’s Report
 - Attended a provincial board chair meeting, which invited CABRO staff to discuss the board recruitment process at a future meeting.
 - Meeting with president biweekly.
- Members Report
 - Finance and Audit Committee met today.
 - Scholarship agreement developed in memory of a family member, Jay Pettigrew for Millwright/Machinist students in the amount of \$2000/year.
 - Attended the flag raising event.
 - Three board members attended the Provincial Indigenous Board Member Gathering: Key takeaway DRIPA becoming legislation and what that will mean for post secondary sector; how to Indigenize governance; work with CABRO to increase accessibility for Indigenous board candidates.
 - Several attended the cyber security workshop/training offered by BCNET.

MOTION: “To approve the President’s 2023/24 Performance Evaluation/Goals & Objectives as circulate”

MOTION: “To approve the 2023-24 Board Committees and Membership as circulated.”

MOTION: “To approve the 2023-24 Board Committee Calendar as amended.”

All Carried

13. CLOSED SESSION

Motion: "To move into the closed session."

Carried
