



**Board of Directors Meeting Minutes
September 23, 2020
MS Teams/Conference Call Meeting**

The Board Chair began the meeting with a territorial acknowledgement on the lands from which we were calling-in from, introduced the Board and Management, and then explained the format of CLBC Board meeting.

Question and Answer Period

In order to improve communication, transparency, and accessibility to the public, the Board of CLBC provides opportunities for the public to schedule presentations and to ask questions from the Board prior to the beginning of every Board meeting.

The Board received no questions from the public in advance and no members of the public were in attendance.

Public Presentations

There were no public presentations.

Attendees:

Michael Prince – Board Chair	Onkar Biring – Board Member
Kathy Bright – Board Member	Barbara Carle-Thiesson – Board Member
Patti Sullivan – Board Member	Nelson Chan – Board Member
Julia Payson – Board Member	Simon Philp – Board Member
Marnie Larson – Board Member	Jake Anthony – Board Member
Joely Viveiros – Board Member	

CLBC Staff:

Ross Chilton - CEO
Lynn Davies – Interim Chief Operating Officer
John Stinson - Vice President, Regional Operations
Henry Chen – Vice President, Finance and Chief Financial Officer
Jack Styan – Vice President, Strategic Initiatives
Sara Miller – Vice President, Corporate Services
Megan Tardif – Executive Director, Quality Assurance
Randy Schmidt – Executive Director, Communications and Stakeholder Relations
Karen Mackay - Director, People Services & Organization Development
Alex Afanasev – Manager, Internal Audit
Rebecca Lim – Executive Assistant to the CEO
Donna Nordmann – Board Liaison (Recorder)



Call to Order

Michael Prince, Board Chair, called the Public Board Meeting of September 23, 2020 to order at 9:00 a.m. and welcomed members of the Board, executives, and guests. The Chair reminded attendees that CLBC Directors and Officers are public office holders and thus subject to the provisions of the Conflict of Interest Act. He asked Directors and Officers to declare any Conflicts of Interest, real or perceived they may have. None were declared.

Michael welcomed John Stinson and said goodbye to Lynn Davies as it was her last meeting before her retirement.

1. Approval of Agenda

Agenda of the September 23, 2020 meeting of the Board of Directors was reviewed.

Motion

It was **MOVED** and **SECONDED** that the Board approves the agenda as presented.

CARRIED

2. Business Arising from the Previous Meeting

2.1 Approval of Minutes of May 13, 2020 Meeting

The minutes of the May 13, 2020 meeting of the Board of Directors was reviewed.

Motion

It was **MOVED** and **SECONDED** that the Board approves the minutes as presented.

CARRIED

2.2 Schedule of Outstanding Items – September 23, 2020

The Schedule of Outstanding Items was reviewed. The only item on the list was Story Telling that will be forwarded to the November meeting.

3.1 Strategic Issues

There were no items under this category.

4. Other Business:

4.1 CEO Report

Ross Chilton presented and discussed highlights of his CEO Report as of September 2020 and responded to comments and questions from the Board. Re-imagining Community Inclusion has been put on hold as we are in caretaker mode since the announcement of the election, but CLBC's internal team will continue working on it. Ross reported CLBC received a letter from Government Communications and Public Engagement that we are now in the election period and we should be aware of how we should conduct ourselves during this time. Attached to the letter was specific



direction regarding communication and social media protocols, media relations and advertising during this time. This information was passed on to the Directors for their information.

Agenda item 4.2 was postponed to 10:15 a.m. when Debbie Moore would be available, as the meeting was ahead of schedule.

5. Board Committee Reports:

5.1 Finance & Audit Committee Report

Barbara Carle-Thiesson reported that the committee reviewed the Financial and Operating report to July 31, 2020 and reviewed the annual agenda items that come to the Committee's September meeting and found that everything was in order. Barb reported that the Banking Policy was amended with changes that were suggested at the September 2019 meeting and to reflect changes in the finance department's organizational structure.

Motion

It was **MOVED** and **SECONDED** that the Board approves the Banking Policy as amended.

CARRIED

5.2 Governance & HR Committee Report

Kathy Bright reported that the Committee had a fulsome meeting and that she will be presenting a PowerPoint deck at the closed board meeting.

5.3 Quality and Service Committee Report

Patti reported that the Committee reviewed a lot of agenda items and she will be reporting on them in the closed board meeting. Patti reported that there were 2 appointments to PAC namely Anita Clegg from North Council and Charlene Barney from South Island and the Committee requests Board approval of these appointments.

Motion

It was **MOVED** and **SECONDED** that the Board approves the PAC appointments of Anita Clegg and Charlene Barney as presented.

CARRIED



6. Directors' Reports on Community Interactions/ External Events

Directors reported on the various webinars and online seminars they have attended. It was suggested that there be a virtual board tour in fall. Randy Schmidt will look into organizing this. It was suggested that people send any upcoming online events to the Board Liaison who can compile a list that can be shared with the Board members.

Break from 10:00 a.m. to 10:15 a.m.

4.2 PAC Report by PAC Chair – Debbie Moore

Debbie Moore, Chair of Provincial Advisory Committee (PAC) gave a report on PAC. Debbie responded to comments and questions from the Board.

9. Adjournment

There being no further business to discuss, the Chair asked for a motion to adjourn the meeting.

Motion:

It was **MOVED** and **SECONDED** that the Board meeting be adjourned.

CARRIED

The meeting adjourned at 10:45 a.m. The next Board MS Teams meeting is scheduled for November 25, 2020 in Vancouver, BC.