



**Board of Directors Meeting Minutes
April 9, 2014
Blackwell Hall, Plaza Hotel
405 Victoria Street, Kamloops, BC**

The Board Chair introduced the Board and Management, and then explained the format of the 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 of the Board prior to the beginning of every Board meeting.

The Board received no questions from the public.

Presentations

There were no public presentations.

Board Meeting

Attendees:

Denise Turner	Roberta Kjelson
Mark Duncan	Arn van Iersel
Norah Flaherty	Elizabeth Hunt
Ernie Malone	Eileen Stewart
Diane Friedman	Darryl Harand

Regrets:

John McCulloch

Staff:

Doug Woollard, Interim CEO
Richard Hunter, VP Corporate Services
Carol Goozh, VP Policy & Program Development
Jack Styan, VP Strategic Initiatives
David Hurford, Director of Communications
Stacey Lee, Director of Human Resources
Shelley Gerber, Provincial Employment Coordinator
Brian Salisbury, Director, Individual, Family and Volunteer Engagement
Karen Newman, Regional Employment Coordinator
Shelly Alexander, Corporate Secretary



Guests:

Karen Adkin, Managing Director, Smart Options

Call to Order:

The Chair called the Public Board Meeting of April 9, 2013 to order at 8:30 a.m. and welcomed guests.

Story Telling:

Diane Friedman introduced her video, which was selected from INCOMMON.TV.

1. Agenda

The Agenda was reviewed, some items were re-ordered, and approval of the January 28, 2014 minutes was deferred.

Motion:

It was **MOVED** and **SECONDED** that the Board approve the Agenda as amended.

CARRIED

2. Minutes of the November 20, 2013 Meeting of the Board of Directors

The Minutes of the November 20, 2013 Board meeting were reviewed.

Motion:

It was **MOVED** and **SECONDED** that the Board approve the Minutes of the November 20, 2013 Board meeting as presented.

CARRIED

3. Strategic Issues/Board Education

a. Status Report and Learning from Employment Pilot Presentation

Shelly Gerber introduced Karen Newman, Regional Employment Coordinator and Karen Adkin, Managing Director of Smart Options, a CLBC funded employment service provider and partner. They presented to the Board on the status of the Interior regions employment pilot project.

The Board of Directors asked questions about the nine principles of best practices and reference was made to the various mentoring and training opportunities available to improve outcomes for CLBC in helping to grow training opportunities with external partners such as Starbucks, Costco, and Home Depot to name a few, as well as Smart Options, an organization who works with 15-18 year-olds and assists these young adults with securing part-time employment. The Board Chair thanked the co-presenters for their insights and information on the employment pilot project.

b. Community Council Appointments (re-ordered on the Agenda)

The Director, Individual, Family and Volunteer Engagement provided the Board with background information on the process for appointing community council members. The Board discussed the nomination and appointment due diligence process in detail.

The Board of Directors has unanimously agreed to provide the Directors' of Regional Operations with delegated powers of authority to approve the formal appointment process for new community council members.

Motion:

It was **MOVED** and **SECONDED** that the Board of Directors approves the formal appointment process for Community Councils, as presented.

CARRIED

4. Other Business

a. CEO Report

Doug Woollard reviewed his CEO Report and responded to comments and questions from the Board.

b. Community Council and PAC Appointments

The Director, Individual, Family and Volunteer Engagement presented his briefing note to the Board and noted the proposed appointments to Community Councils and re-appointments to the Provincial Advisory Committees listed therein for a term of two years.

Motion:

It was **MOVED** and **SECONDED** that the Board of Directors approves the Community Council and the Provincial Advisory Committee appointments and reappointments as recommended by Management.

CARRIED

c. Key Change Initiatives

The VP Strategic Initiatives presented management's draft 2014-15 Key Change Initiatives Plan to the Board. Following review, the Board discussed with Management the work that CLBC will undertake to implement the Strategic Plan.

This item will be brought back to the Board for further discussion on May 22, 2014.

Motion:

It was **MOVED** and **SECONDED** that the Board of Directors approves the 2014-15 Key Change Initiatives Plan, as presented.

CARRIED



d. Strategic Plan Refresh

The VP Strategic Initiatives noted that Management presented a framework for the strategic plan refresh in January; Management is now proposing an alternate timeline refreshing the Strategic Plan in the upcoming fiscal year 2014-15.

Management advised the Board that the Strategic Plan will be brought back to the Board in September for discussion and thereafter in November for approval.

Motion:

It was **MOVED** and **SECONDED** that the Board of Directors approve the timeline and process for refreshing the Strategic Plan for the fiscal year 2014-15 as recommended by Management.

CARRIED

5. Board Committee Reports

Finance & Audit Committee Report

Arn van Iersel reported that the Committee reviewed the Financial and Operating Budget for Fiscal 2014/15 and the Interim Financial Statement to January 31, 2014. The Committee recommends the Board to accept the Interim Financial Statement to January 31, 2014.

Motion

It was **MOVED** and **SECONDED** that, as recommended by the Finance & Audit Committee, the Board accepts the Interim Financial Statements for the ten months ended January 31, 2014.

CARRIED

Governance & Human Resources Committee Report

Roberta Kjelson reported on the meeting of the Governance and Human Resources Committee and responded to questions and comments from the Board. The Committee reviewed the Executive Compensation Disclosure for the year ended March 31, 2014 and recommends approval to the Board.

Motion

It was **MOVED** and **SECONDED** that, as recommended by the Governance and Human Resources Committee, the Board authorizes the Chair of the Governance and Human Resources Committee, or the Board Chair to approve and sign the attestation statement for the executive compensation disclosure for the year ended March 31, 2014.

CARRIED



Quality & Service Committee Report

Norah Flaherty reported to the Board discussions at the Quality and Service Committee meeting and advised the Board that the agenda for the annual joint Provincial Advisory Committee (PAC) and Board meeting to be held on Saturday, June 7, 2014, was reviewed by the Committee and is being recommended for approval.

In addition, the Committee reviewed the Community Councils Terms of Reference and proposed amendments to Management prior to recommending approval to the Board.

Motion

It was **MOVED** and **SECONDED** that the Board of Directors approves the proposed Agenda for the annual joint Provincial Advisory Committee / Board Meeting, as recommended by the Quality and Service Committee.

CARRIED

Story Telling:

Eileen Stewart introduced her video, which was selected from INCOMMON.TV.

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 11:05 a.m. The next Board meeting is scheduled for May 22, 2014.