



MANITOBA INSTITUTE OF
TRADES AND TECHNOLOGY

SPECIAL MEETING OF THE MTT GOVERNING BOARD
MINUTES

Date:	October 16, 2017
Time:	12:45pm
Location:	Inn at the Forks, 75 Forks Market Road
Chair:	John Schubert
Recording Secretary:	Sharon Taylor
Present:	<u>Governing Board Members:</u> Julie Fisher, Ron Brown, Ron Hambley, Amanda Jenkyns Christine Payne, Brent Pooles <u>Administration:</u> Ray Karasevich, Paulette Shonoski
Notes:	The board was convened at a retreat to discuss MITT's strategic and business plans. These minutes reflect the business portion of the meeting.

Initials: JS Chair PBS Secretary-Treasurer

CNTD...

1. CALL TO ORDER

Item:	Status:	Description:	Action by:	Due:
1A.	Closed	ESTABLISHMENT OF QUORUM The meeting was called to order at 12:45pm. A quorum of Governing Board members was present.	INFO	

2. NEW BUSINESS

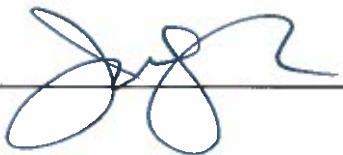
Item:	Status:	Description:	Action by:	Due:
2A.	Closed	MSBA PROPOSAL AND REGIONAL MEETING The Chair reviewed MITT's membership benefits under the Manitoba School Boards Association and the planned by-law change proposed by the MSBA that formally allows for MITT's membership and participation. As part of this membership, MITT has the ability to propose new by-laws or revisions. As MITT has a provincially-appointed board, not an elected board, we are unable to participate on the MSBA executive; however, we can otherwise participate fully as members. J. Fisher will attend MSBA's upcoming regional meeting.	INFO	
2B.	Closed	FINANCIAL STATEMENT REVIEW MITT's financial statements to the end of September were reviewed, including the format, breakdown of programs, and information typically provided in the analysis e.g. variances against budget and the previous year. Financial statements will be delivered on day 10 monthly, with the in-depth analysis provided later in the month. Approval of the financial statements will typically be included under consent agenda business. Board members are encouraged to raise questions in advance or at board meetings if further clarification is required.		

Initials:  Chair  Secretary-Treasurer

CNTD...

3. ADJOURNMENT

Item:	Status:	Description:	Action by:	Due:
3.	Closed	ADJOURNMENT The business meeting adjourned at 1:15pm, following which the board commenced an overview and evaluation of the strategic plan and a review of the business plan.	INFO	



Chair



Secretary-Treasurer

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Initials:  Chair  Secretary-Treasurer

