



**MANITOBA INSTITUTE OF
TRADES & TECHNOLOGY**

**BOARD OF GOVERNORS MEETING
ZOOM MEETING
JUNE 22, 2021
7:30 AM – 9:00 AM**

BOARD MEMBERS:	K. Webb (Chair), C. Payne (Vice-Chair), R. Brown, B. Pooles, M. Buckberger, P. Shahi, L. Toupin-Mulvihill
STAFF:	R. Karasevich (President/CEO), J. Thorsteinson (Board Secretary), J. Lumb (Treasurer), B. Stuart, K. Knight, N. Dupas, C. McCorriston (Recorder)

MINUTES

#	ITEMS	LEAD
1.	LAND ACKNOWLEDGEMENT	
1.1	“MITT acknowledges that it is on Treaty 1 territory and the traditional territory of Anishinaabeg, Cree, and Dakota Peoples, and the homeland of the Metis Nation.”	M. Buckberger
2.	CALL TO ORDER	
2.1	Establishment of Quorum Quorum was established and the meeting was called to order at 7:31 a.m.	Chair
2.2	Declaration of Conflicts No conflicts of interest were declared.	Chair
3.	CONSENT AGENDA BUSINESS	
3.1	Approval of Agenda	Chair
3.2	Committee Meeting Minutes: A. May 18, 2021 (GOV) B. March 16, 2021 (AF)	Chair
3.3	Approval of May 25, 2021 Board Minutes	Chair
3.4	Management Report	Chair
3.5	Enrolment Report	Chair
3.6	Previous Board Meeting Feedback	Chair

Initials: KW Chair

 Board Secretary

-
- 3.7 Board Correspondence Chair
- A. MITT VPA Announcement – May 6, 2021
 - B. Letter from the Honourable Cliff Cullen – June 9, 2021
 - C. MITT Letter to AESI /MB Education – June 14, 2021
 - D. Non-Teacher Collective Bargaining Mandate – June 15, 2021
 - E. Safe Schools Funding – June 16, 2021

3.8 Chair's Report

BRD Motion #104/20-21 (B. Pooles, C. Payne)

"That the agenda, including consent agenda business, be approved as presented." **CARRIED**

Chair

4. BUSINESS ARISING FROM THE MINUTES

- 4.1 Sexual Violence Guide President/CEO
- R. Karasevich requests that board members become familiar with the guide over the summer and advises that professional development pertaining to the guide will be offered in the fall.

- 4.2 Update on Strategic Plan President/CEO
- R. Karasevich presented a revised draft strategic plan stating that many of the recommendations listed have already been implemented.

R. Karasevich shared next steps for completing the plan. We anticipate completion by the October board meeting. Further updates may be provided as we proceed in the process.

5. COMMITTEE REPORTS

- 5.1 Audit and Finance Committee Report Chair (AF)
- A. 2020-2021 Audit Kick Off
- J. Lumb shared that the auditors are in the early stages of the audit process, which includes discussions and meetings with management. The audit assessment will start in August 2021.

- B. Final 2021-2022 Operational Budget Approval Chair (AF)
- J. Lumb provided a summary of MITT's Q3 financial report and noted that MITT is forecasting a surplus despite challenges brought on by the COVID-19 pandemic. The draft 2021-2022 Operational Budget was presented with a surplus of \$420,669.

BRD Motion #105/20-21 (L. Toupin-Mulvihill, M. Buckberger)

"That the Board approves the 2021-2022 operational budget as presented." **CARRIED**

Chair (AF)

- 5.2 Governance Committee Report Chair (GOV)
- A. Policy Renewal Changes
- i. C-3 Governance Committee - Terms of Reference
 - ii. C-4 Audit & Finance Committee – Terms of Reference


J. Thorsteinson provided a review of changes for policies C-3 and C-4.

BRD Motion #106/20-21 (R. Brown, L. Toupin-Mulvihill)

"That the Board approves policies C3 and C4 as presented." **CARRIED**

Chair (GOV)

Initials: KW Chair

 Board Secretary

- | | |
|--|---|
| <p>B. End of Year Board Evaluation
R. Brown shared that board members will receive an end of year board evaluation to complete which will include an accumulative report with all 2020-2021 post meeting feedback surveys for reference.</p> <p><u>BRD Motion #107/20-21 (R. Brown, C. Payne)</u>
“That the Board approves the End of Year Board Evaluation as presented.”</p> | <p>Chair (GOV)</p> <p><u>CARRIED</u></p> |
| <p>C. 2021-2022 Board Activity Schedule
J. Thorsteinson provided a brief summary of the board activity schedule for 2021-2022.</p> <p><u>BRD Motion #108/20-21 (R. Brown, L. Toupin-Mulvihill)</u>
“That the Board approves the 2021-2022 board activity schedule as presented.”</p> | <p>Chair (GOV)</p> <p><u>CARRIED</u></p> |
| <p>D. Committee Membership Renewal
K. Webb met with board members and it was determined that the current chairs for each committee should continue for 2021-2022.</p> <p><u>BRD Motion #109/20-21 (R. Brown, C. Payne)</u>
“That the Board approves the 2021-2022 committee membership as presented.”</p> | <p>Chair (GOV)</p> <p><u>CARRIED</u></p> |
| <p>E. Year End Report
J. Thorsteinson provided a template for the year end report, which was developed by integrating the roles and responsibilities cited in policies A-1, C-3, and C-4. This report will serve as a checklist for the board to measure its success.</p> | <p>Chair (GOV)</p> |

6. NEW BUSINESS

6.1 None

7. STRATEGIC/GENERATIVE/DEPARTMENTAL PRESENTATION

<p>7.1 Organizational Structure R. Karasevich provided an overview of MITT’s revised organizational structure. This revised structure supports the growth and evolution of MITT’s operations.</p>	<p>President/CEO</p>
---	----------------------

8. AGENDA ITEMS FOR NEXT MEETING – Oct 26, 2021

8.1 TBD

Initials: KW Chair

 Board Secretary

9. IN-CAMERA MEETING

9.1 BRD Motion #110/20-21 (B. Pooles, R. Brown)

"That the Governing Board meeting adjourn to Committee of the Whole (In-Camera) at 8:32 a.m. The CEO and Board Secretary were invited to attend part of the in-camera session and both exited at 8:46 a.m. while the Board continued discussions." **CARRIED**

9.2 BRD Motion #111/20-21 (R. Brown, C. Payne)

"That the Board approves the CEO evaluation template as presented, discuss, and amended." **CARRIED**

9.3 BRD Motion #112/20-21 (R. Brown, C. Payne)

"That the Committee of the Whole (In-camera) rise and report at 8:56 a.m." **CARRIED**

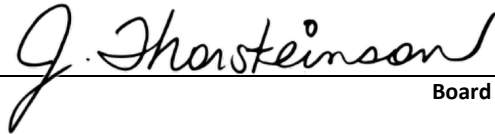
10. TERMINATION

10.1 BRD Motion #113/20-21 (P. Shahi, B. Pooles)

"That the Governing Board meeting terminate at 8:59 a.m." **CARRIED**



Chair



Board Secretary

"In accordance with the Manitoba Legislation, Freedom of Information and Protection of Privacy Act (FIPPA) and Personal Health Information Act (PHIA), Manitoba Institute of Trades and Technology respects the personal information in its possession regarding staff, applicants, and students and treats it in a confidential manner. For further information on the Institute's Privacy Guidelines, please visit our web site at www.mitt.ca or request a copy by phoning 204-989-6500.