



## MANITOBA INSTITUTE OF TRADES & TECHNOLOGY

### BOARD OF GOVERNORS MEETING

JUNE 27, 2023

8:00 AM – 9:30 AM

2150 CHEVRIER BLVD – BOARDROOM

<b>BOARD MEMBERS:</b>	K. Webb (Chair), R. Brown, R. Kinley, B. Pooles, P. Shahi, K. Atamanchuk, C. Payne (Vice-Chair)
<b>STAFF:</b>	J. Thorsteinson (Board Secretary), J. Lumb (Board Treasurer), N. Cooke, B. Stuart, J. Nagy (Recorder)

### AGENDA

#	ITEMS	LEAD
<b>1.</b>	<b>CALL TO ORDER</b>	
<b>1.1</b>	Land Acknowledgement “MITT acknowledges that it is on Treaty 1 territory and the traditional territory of Anishinaabeg, Cree, Dakota, Dene Peoples, and the homeland of the Metis Nation.”	C. Payne
<b>1.2</b>	Establishment of Quorum Quorum was met and the meeting was called to order at 7:59 a.m.	Chair
<b>1.3</b>	Declaration of Conflicts Ken Webb declared a conflict of interest with any discussions around Energy Management Consultant	Chair
<b>2.</b>	<b>CONSENT AGENDA BUSINESS</b>	
<b>2.1</b>	Approval of Agenda	Chair
<b>2.2</b>	Committee Meeting Minutes: A. June 19, 2023 (A&F)	Chair
<b>2.3</b>	Approval of Board Meeting Minutes: A. February 28, 2023 (BRD)	Chair
<b>2.4</b>	Management Report	Chair
<b>2.5</b>	Enrolment Report B. Stuart shared that enrolment numbers in select ALC locations and ELI numbers are down. They are looking at English-at-work programs and opportunities for new business, including online program delivery to remain competitive.	Chair B. Stuart
<b>2.6</b>	Board Correspondence A. 2023-06-15 Letter from Advanced Education and Training re ECE Seat Expansion	Chair
<b>2.7</b>	Chair's Report	Chair
<b>2.8</b>	Board Action Sheet	Chair

#### BRD Motion #60/22-23 (B. Pooles, P. Shahi)

“That the agenda, including consent agenda business, be approved as presented”

CARRIED

### 3. BUSINESS ARISING FROM THE MINUTES


- 3.1 Update on College Growth Proposal – working group will meet over the summer to look at phase 2. Board Secretary  
ECE Announcement - A total of \$1.5 million for an additional 12 ECE program seats beginning in September, including reimbursement for domestic ECE graduates. Anticipating an announcement on the 2 childcare centres at Henlow and Pembina in a few weeks' time.

### 4. COMMITTEE REPORTS

- 4.1 Audit and Finance Committee Report
- A. Q3 22-23 Financial Results  
J. Lumb shared YTD operating actuals indicating an operating surplus of \$1.10 million in the third quarter. This is an improvement of \$1.63 million from the projected budget deficit of \$0.53 million.  
  
MITT forecasts a surplus of \$1.72 million, which exceeds the budgeted surplus of \$0.03 million by \$1.69 million.
- B. 24-25 Budget Parameters Board Treasurer  
**BRD Motion #61/22-23 (B. Pooles, C. Payne)**  
**"That the Board approves the 24-25 Budget Parameters as presented."** **CARRIED**
- C. Audit Kick-Off Board Treasurer  
Auditors attended June Audit and Finance Committee meeting. MITT Finance department is working with auditors and will begin audit in August. Timeframe expected is 3-4 weeks, with final statements prepared for October board meeting.
- D. President's Expenses Year End Report Board Treasurer  
J. Lumb provided an overview of the report, there were minimal changes.
- 4.2 Governance Committee Report
- A. End of Year Board Evaluation Kick-Off Chair (GOV)  
Survey will be emailed to Board members post-meeting. Board Secretary
- B. Performance Evaluation of President and CEO Kick-Off Board Secretary  
A year-at-a-glance document, will be circulated once developed.
- C. Annual Committee and Board Meeting Schedule Board Secretary  
Will continue hosting committee meetings remotely by zoom and hybrid options for Board meetings.
- D. Annual Board Activity Schedule Board Secretary  
Open for feedback from the board.
- E. Committee and Vice Chair Appointments for Following Year Chair  
R. Brown will be Vice Chair and C. Payne will be Governance Committee Chair. All other members will remain in their current roles.  
**BRD Motion #62/22-23 (B. Pooles, P. Shahi)**  
**"That the Board approves the Committee structure as presented."** **CARRIED**

### 5. NEW BUSINESS

Initials:  Chair

 Board Secretary

- 5.1 FIPPA Head of Body designation  
Designation will be reassigned to incoming President & CEO.

Board Secretary

## 6. STRATEGIC/GENERATIVE/DEPARTMENTAL PRESENTATION

- 6.1 Indigenous Initiatives/Land Acknowledgement Update  
R. Klippenstein sent regrets. Presentation will be rescheduled to a future meeting.

R. Klippenstein

- 6.2 23-24 President and CEO Transition  
In-camera

Chair

## 7. AGENDA ITEMS FOR NEXT MEETING

- 7.1 None

## 8. IN-CAMERA MEETING

- 8.1 BRD Motion #63/22-23 (B. Pooles, K. Webb)  
"That the Governing Board meeting adjourn to Committee of the Whole (In-Camera) at 9:03 a.m."
- 8.2 BRD Motion #64/22-23 (P. Shahi, K. Webb)  
"That the Committee of the Whole (In-camera) rise and report at 9:04 a.m."

## 9. TERMINATION

- 9.1 BRD Motion #65/22-23 (K. Webb)  
"That the Governing Board meeting terminate at 9:30 a.m."



Chair



Board Secretary

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