

Minutes of Career Trek Board Meeting – Wednesday, February 27, 2019
Manitoba Aerospace, 1000 Waverley St.

Present: Barb Bowen (Chair), Vic Bellay, Liz Choi, Katie Gross, Gord Hannon,
Betty Harrylal, Thomas Restiaux,

Bill Hicks, Acting CEO

Regrets: Ricky Lawrence, Greg Link, Colin Russell

Barb Bowen chaired the meeting and called the meeting to order at 6:00 pm. At the beginning of the meeting new Board member Thomas Restiaux was introduced and Board members welcomed Thomas to the Board.

1. Board Acknowledgment of Territory

Bill Hicks began the meeting with the acknowledgement that the meeting is being held in Manitoba, the traditional lands of the Anishinaabeg, Cree, Oji-Cree, Dakota and Dene peoples, and in the homeland of the Métis Nation.

2. Agenda

Barb Bowen circulated a proposed meeting agenda in advance of the meeting.

Moved by Katie Gross
Seconded by Betty Harrylal

That the Agenda be approved as presented.

Carried

3. Minutes of Jan 30, 2019 Meeting

The Minutes of the January 30, 2019 Board meeting were distributed.

Moved by Vic Bellay
Seconded by Betty Harrylal

That the Minutes of the January 30, 2019 Board meeting be approved as distributed.

Carried

4. Senior Team Report

Acting CEO Bill Hicks provided a Senior Team report on Career Trek activities for the review of the Board.

5. Finance Committee report

Treasurer Vic Bellay presented the financial report. A written report was provided to members including financial statements for fiscal year to January 31, 2019. The financial position is good.

No surprises are expected over the next couple of months. Our revenues for the year to date comfortably exceed expenses. A projected surplus for the Fiscal Year should be able to be provided by Mr. Hicks shortly.

The process for the budget for 2019-20 is starting. The Finance Committee is hoping for a draft budget to be presented to the Board for the April meeting and a vote on the draft budget in May.

Moved by Vic Bellay
Seconded by Gord Hannon

That the Financial Report be approved as presented.

Carried

6. 2018-21 Strategic Planning

The 2018-21 Strategic Plan has been reviewed and reformatted. Bill Hicks will circulate the final version of the Strategic Plan.

7. CEO Recruitment

Liz Choi reported on work of the recruitment committee, including People First. They are confident that short list will be provided shortly, with interviews shortly after that and the possibility is that a new CEO will be hired to start as soon as May.

8. Potential New Candidates for Board

Barb Bowen reported on the potential recruitment of two new candidates for the Career Trek Board.

The Board recruitment committee (Colin Russell, Vic Bellay) will consider the resumes for the candidates.

9. Board Development Committee (Board Members' Handbook)

Betty Harrylal reported on progress on the handbook that includes the Terms of Reference for Board members and committees, etc. The handbook will assist new Board members' orientation and will also be a good reference for all Board members.

The Board Development Committee will meet next on March 23, 2019.

10. Betty Cole Memorial Scholarship Fundraiser

The Betty Cole Memorial Scholarship Fund Fundraising Tea is scheduled for Sunday, March 3, 2019 and is sold out. English High Tea will be served and there is every expectation that the event will be a success.

11. Next Board Meeting

The next Board meeting is scheduled for March 27, 2019.

12. Adjournment

The meeting was adjourned at 6:27 pm.

Gord Hannon
Secretary