

Minutes of Career Trek Board Meeting – Wednesday, January 30, 2019

Manitoba Aerospace, 1000 Waverley St.

Present: Barb Bowen (Chair), Vic Bellay, Katie Gross (by phone), Greg Link, Ricky Lawrence, Colin Russell, Betty Harrylal

Bill Hicks, Acting CEO

Regrets: Liz Choi, Gord Hannon

Barb Bowen chaired the meeting and called the meeting to order at 6:00 pm.

1. Board Acknowledgment of Territory

Colin Russell on behalf of the Board acknowledged that the meeting is being held in Manitoba, the traditional territory of Anishinaabeg (ah-nish-naabek), Cree, Oji-Cree, Dakota and Dene peoples, and the homeland of the Métis Nation.

2. Consent Agenda

The meeting agenda was presented in writing in advance of the meeting and approved. A written report of the Senior Staff was distributed by Acting CEO Bill Hicks and considered and accepted by the Board. Bill and senior staff were thanked for the report

3. Election of Officers

Nominations:

Colin Russell brought forward nominations for the following officer positions:

Chair – Barb Bowen

Vice-Chair – Colin Russell

Treasurer – Vic Bellay

Secretary – no nomination at this time

Moved by Ricky Lawrence and seconded Betty Harrylal to approve the slate of candidates put forth by Colin

CARRIED

4. Minutes of October 24, 2018 Meeting

The draft Minutes of the October 24, 2018 Board meeting were distributed.

Moved by Katie Gross

Seconded by Ricky Lawrence

That the Minutes of the October 24, 2018 Board meeting be approved as distributed.

Carried

5. Business Arising from the Minutes

It was noted that Terms of Reference for the Board Development Committee and the Business Development Committee will be considered at a future meeting.

6. Finance Committee report

Vic Bellay presented the financial report on behalf of the Finance Committee.

A written Operational Finance Summary was provided to members. The financial position for the year remains good. Revenues are on target. Our expenditures are below budget largely due to lower wage costs. It appears that budget estimates are being met. The budget process for 2019/20 has been commenced.

Moved by Vic Bellay

Seconded by Betty Harrylal

That the Financial Report be approved as presented.

Carried

7. Executive Search for CEO

Ricky Lawrence provided an update. Fifteen candidates have emerged from the screening process. They expect to provide a more comprehensive report at the next meeting.

8. Strategic Plan Review

Nothing to report for this meeting.

9. New Board Member

Colin Russell and Vic Bellay met with Thomas Restiaux to determine his interest and suitability to become a member of the Board of Directors. Colin Russell circulated report to the board prior to the meeting describing how he meets the qualifications.

Moved by Colin Russell
Seconded by Vic Bellay

That Thomas Restiaux be approved as a member of the Board of Directors of Career Trek.

CARRIED

10. HP Change

HP Change is a business that is doing career development with the schools and has expressed interest in having Career Trek participate in their program. Bill will update the Board as he discovers more details of the proposal.

11. Date of Upcoming Board Meetings

The Board meeting schedule is: Feb. 27, March 27, April 24, May 29, June 26, 2019.

12. Adjournment

The meeting was adjourned at 6:50 pm.

Vic Bellay