



485th MEETING MINUTES (OPEN PORTION)

DATE OF MEETING: July 8, 2020, 2020 8:30 a.m. – 11:30 a.m.

PLACE OF MEETING: Zoom Video Conference

CHAIR: Katrina McFadden

MEMBERS PRESENT: Bill Chisholm
Louisa Drost
Mark Farrow
Zachary Feldman
Lisa Knap
Kamala Kruse
Ron McKerlie, President & Chief Executive Officer
Sheree Meredith
Paul Pastirik
Sony Poulouse
Mila Ray-Daniels
Tracey Richardson
Raymond Simmons
Steve Stipsits
Barbara Sullivan
David van der Woerd

REGRETS: None

BOARD SECRETARY: Tom Ferns, General Counsel and Corporate Secretary

RESOURCES: Angela Zehr, Acting Chief Financial Officer
Rose Zhang, Internal Auditor

OTHERS PRESENT: Paul Armstrong, Chief Operating Officer
Katie Burrows, Director, Development
Christine Esteban, Director, Financial Planning
Michelle Fisher, KPMG (external)
Alison Horton, Vice President, Academic
Meg Houghton, Vice President, Student & Alumni Engagement
Jessica Lapcevich, Recorder
Trish Loomis, Executive Director, Office of the President
Tania Mele, Acting Comptroller
Ruth Todd, KPMG (external)
Amanda Silver, Administrative Support
Kim Watkins, Interim Vice President, Corporate Services

1. CHAIR’S REMARKS, LAND ACKNOWLEDGEMENT, ROLL CALL *Katrina McFadden*

Quorum being present, the 485th Closed session of the Board of Governors meeting was called to order.

2. CHANGES TO THE AGENDA & COMMITTEE WAIVER *Katrina McFadden*

No changes made to the agenda. The Board discussed the waiver of committee requirements.

It was moved by Katrina McFadden and seconded by Mark Farrow:

THAT any requirement, including any requirement under the bylaws of the Board, that the matters on this agenda first be considered by a Committee of the Board be and is hereby waived by the Board.

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST *Katrina McFadden*

None.

4. CHAIR’S REMARKS *Katrina McFadden*

The Chair indicated that it would be the final Board meeting for Sheree Meredith, Mark Farrow and the Chair and thanked them for their service, thoughtful approach, integrity, passion and excellence.

5. PRESIDENT’S REMARKS *Katrina McFadden*

Ron McKerlie extended praise to the Chair and outgoing governors and thanked them for their service.

Ron McKerlie provided an update on students completing stranded programs, taskforce participation and SMA3.

6. CONSENT ITEMS *Katrina McFadden*

	Item	Committee	Report #
6.1	Minutes of the June 10, 2020 Closed Board Meeting**	Board	Minutes
6.2	Minutes of the February 12, 2020 Open Board Meeting*	Board	Minutes
6.4	Notice of Amendment to Bylaw*	GOV	GOV.20.07.157

The Board approved the following Consent Items:

THAT the June 10, 2020 Closed Portion Board of Governors minutes be received and filed by the Board of Governors.

AND THAT the February 12, 200 Open Portion Board of Governors minutes be received and filed by the Board of Governors.

AND THAT the Chair of the Board give notice to the Board of Governors on July 8, 2020 that proposed amendments to By-Law No 1 will be presented to the Board of Governors at its next meeting, which is scheduled for September 16, 2020.

CARRIED (MOTION 485.C.6.1, 485.C.6.2, 485.C.6.4)

7. DECISION / DISCUSSION ITEMS

Katrina McFadden

7.1 Covid-19 Response

Kim Watkins

Katrina McFadden introduced Kim Watkins who provided an update on the College's response to the Covid-19 Pandemic. The Board discussed communication, Indigenous learners, the welcoming of students back to campus to complete stranded programming, hazard risk assessments, cleaning and disinfecting protocols and plans for the winter semester.

7.3 Ratification of Activities

Tom Ferns

Katrina McFadden called on Tom Ferns to speak to the Ratification of Activities.

It was moved by Katrina McFadden and seconded by David van der Woerd that:

All the acts, proceedings, contracts, bylaws, appointments, elections and payments, enacted, made, done and taken by the Board of Governors and Officers of the Mohawk College of Applied Arts and Technology since the last annual meeting, as recorded in the minutes of the College, be approved and ratified.

CARRIED (MOTION 485.C.7.3.i)

7.4 2019/20 Draft Financial Statements CS.20.07.445*

Angela Zehr & Tania Mele

Katrina McFadden welcomed Ruth Todd and Michele Fisher from KPMG to the meeting and called on Angela Zehr and Tania Mele to introduce the 2019/20 Draft Financial Statements and Audit Findings Report and 2020/21 Budget Report Presentation.

The Board discussed the College's financial position, statement of operations, revenue streams, College assets, financial health indicators, and audit findings.

The Board raised questions and discussed enrolment numbers as they relate to financial position, credit risk, decreased enrolment, and additional costs related to the COVID-19 pandemic.

The Board requested a presentation related to Mohawk College Enterprise at a future

meeting.

It was moved by Katrina McFadden and seconded by Mark Farrow:

THAT the Board of Governors approve The Mohawk College of Applied Arts and Technology audited financial statements as presented for the fiscal year ended March 31, 2020 as provided in Appendix 1 to Report CS.20.07.445: *2019/20 Draft Financial Statements*;

AND THAT the President and the Chair of the Board of Governors be authorized to sign the financial statements on behalf of the Board of Governors.

CARRIED (MOTION 485.C.7.4.i, MOTION 485.C.7.4.ii)

- 7.5** Audit Findings Reports: CS.20.07.446* *Angela Zehr & KPMG*

This report was for information only.

- 7.6** 2020/21 Budget Report: CS.20.07.447* *Angela Zehr & Christine Esteban*

Katrina McFadden called on Angela Zehr and Christine Esteban to present the Budget Report.

The Board discussed the budget redevelopment process, key revenue assumptions, enrolment planning, year-over-year revenue, total College expenses, key expense assumptions, year-over-year expenditures, overall COVID-19 impact, targets for key operations, full-time staffing complement distribution, historical full-time staffing, 2020/21 strategic priorities, the 200/21 capital plan, internally restricted net assets, the debt portfolio, budget risks and financial projections for future March 31, 2021 state.

The Board raised questions and discussed full-time permanent staffing complement and retirement packages, risk related to loss of diversity related to new hires, PPE funding, legal risk, enrolment variables, attracting and retaining students, executive compensation, assumptions and scenario planning, and ability to create new opportunities through COVID-19 challenges.

The Board congratulated and thanked the Finance Team for their work.

It was moved by Katrina McFadden and seconded by Mark Farrow:

THAT the Board of Governors approve the 2020/21 Financial Plan as presented in ReportCS.20.07.447.

CARRIED (MOTION 485.C.7.6.i)

8. UPCOMING MEETINGS / EVENTS

Katrina McFadden

September 16, 2020
October 6-7, 2020 (Board Retreat – TBD)
November 11, 2020
February 10, 2021

9. TERMINATION

Katrina McFadden

On motion made and duly seconded, the meeting terminated.