

**MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING
HELD AT THE CGS BOARD OFFICE
7239C FLINT ROAD SE
CALGARY, ALBERTA
WEDNESDAY, NOVEMBER 21, 2018**

Absent:	Chair	Natalya Nicholson
	Director	Margo Purcell
	Director	Caroline Claussen
	Director	Stanley Wong
	Director	Christine Jackson
	Director	Gary Care
	Director	Geordie MacPherson
Administration:	Superintendent	Dianne McBeth
	Secretary/Treasurer	Wendy Juergens
	Guests	Carmen Jeam Ashley Jensen Chris Marra – KPMG Miranda Stacey - KPMG

1. **Call to order:** Natalya Nicholson called the meeting to order at 6:05 pm.

2. **Approval of the Agenda**

Motion: 2018-11-21-01: That the Board approves the Agenda with amendment to move 4.4.3 and 5.1 to be addressed after the approval of the Minutes.

Moved: Stanley Wong

Carried

3. **Approval of Minutes**

3.1. Approval of the Minutes of the October 17, 2018 Regular Meeting

Motion: 2018-11-21-02: That the Board approves the Minutes of the October 17, 2018 Regular Meeting of the Board of Directors with minor amendments.

Moved: Christine Jackson

Carried

3.2 Approval to Receive Guests Prior to the Other Agenda Items

Motion: 2018-11-21-03: Motion to move up agenda items 4.4.3 and 5.1

Moved: Stanley Wong

Carried

4.4.3. Audit and Finance Committee Report

5.1. Approval of Audited Financial Statements

Motion: 2018-11-21-04: That the Board approves the Audited Financial Statements for submission to Alberta Education by November 30, 2018.

Moved: Stanley Wong

Carried

Motion: 2018-11-21-05: That the Board approves the transfer of \$70,523 from the Enrolment Contingency Funds in the Accumulated Operating Surplus (AOS) to support the 2017-2018 Operating Deficit.

Moved: Stanley Wong

Carried

Chris Marra and Miranda Stacey left the meeting at 6:30 pm.

4. Reports and Correspondence

4.1. Chair

4.2. Correspondence: Natalya Nicholson reviewed the correspondence file.

4.3. TAAPCS: Christine Jackson reported on the Fall AGM and the proposal from the TAAPCS Communications Committee

4.4. Committees – Report on Meetings

4.4.1. **Audit and Finance** – Stanley Wong reported on the Committee’s meeting to review the audited financial statements and the budget 2018-19 update

4.4.4. **Committee of the Whole**– Caroline Claussen reported on the Committee of the Whole meeting which focused on branding and marketing strategies for CGS.

4.5. Superintendent- Dianne McBeth’s report was attached to the agenda package.

5. New Business – Action Items

5.2. Budget 2018/19 Revisions

Motion: 2018-11-21-06: That the Board approves the 2018-2019 Fall Budget Update for submission to Alberta Education by November 30, 2018.

Moved: Caroline Claussen

Carried

5.3. AERR/3YER Report

Motion: 2018-11-21-07: That the Board of Directors approves the AERR 2017/18 and 3 YEP 2018-2021 for submission to Alberta Education by November 30, 2018 as required.

Moved: Gary Care

Carried

6. Information Items

6.2. AP405 Occupational Health and Safety

Motion: 2018-11-21-08: That the Board acknowledges changes to the Administrative Procedures Manual by receiving as information the revised AP405 Occupational Health and Safety.

Moved: Geordie MacPherson

Carried

6.3. AP162 Tobacco and Smoke Free Environments

Motion: 2018-11-21-09: That the Board acknowledges changes to the Administrative Procedures Manual by receiving as information the revised AP162 Smoke-Free Environments.

Moved: Geordie MacPherson

Carried

7. “In Camera”

Motion: 2018-11-21-10: To go “In Camera” at 7:45 pm

Moved: Margo Purcell

Carried

Motion: 2018-11-21-11 To leave “In Camera” at 10:25 pm

Moved: Caroline Claussen

Carried

8. Motions arising from “In Camera”

Motion: 2018-11-21-12: That the Board approves the budget for the Branding and Marketing Strategy as discussed.

Moved: Caroline Claussen

Carried

Motion: 2018-11-21-13: That the Board approves the appointment of J. Picard as Interim Superintendent as expressed in the Letter of Intent and seeks approval for the appointment from the Minister of Education.

Moved: Margo Purcell

Carried

9. Adjournment at 10:25 pm