



Board of Directors Meeting

Minutes

March 27, 2025

11:30am – 12:30pm

Via Zoom

Present:

Dennis Innes, Cory Williams, Nicola Priestley, Jason Leber, Abigail Fulton, Kate Pelletier, Courtenay Kearney, Kerry Vital, Will Schwartz, Lesa Lacey, Tara Fong

Regrets: Brad Moe

Staff: Michelle Skelly, Mona Soleimani (attended for Treasurer's report)

Welcome:

- Dennis Innes, President, started the meeting.

Approval of Agenda:

- Motion to approve agenda
Moved: Cory Williams; Seconded: Jason Leber. All in favor. None opposed. Motion approved.

Approval of Minutes:

- Motion to approve the January 15, 2025, Board minutes.
- **Moved: Will Schwartz; Seconded: Nicola Priestley. None opposed. All in favor. Motion approved.**

Reports:

President's Report: Dennis Innes

- Dennis positive feedback regarding engagement of the Board this year and the increased sponsorship funds.
- Suggested further discussions regarding reviewing the drop in Post Secondary tuition revenue and how that could impact Skills Canada BC.
- Dennis commented that Skills Canada does have funding to support Member Organizations if needed such as Skills Saskatchewan being supported currently.

National Board Report: Dennis Innes

- Conversations were also held at the National Board Level regarding sponsorship and how to increase funds.
- Confident with ESDC funding and renewal due to the important work we do.
- The Federal Government has extended the contract for one year.
- Alberta and Ontario potentially looking into bidding for World's 2030 but being cautious.

Executive Director's Report: Michelle See separate document for detailed report.

- Michelle provided an update on the status of competitions and programs, sponsorship, Government, Skilled Trades BC, conferences and committees, operations, indigenous and alumni updates.
- Michelle advised Regional Coordinators will be provided with a jotform this year for recording numbers and reporting information and comments.
- Michelle provided further input regarding sponsorship during the Business Development Committee report.
- Michelle has also been working with Governance regarding lawyer fees and will provide further information to the Board after Provincials.
- Michelle will follow up with Amber Gregory with regards to potentially attending next meeting and providing advice on outreach to Indigenous peoples. .
- Board members to follow up with Michelle if a hotel room is needed for Provincials
- Michelle advised Board members to RSVP to the Partner's luncheon as numbers needed.

Treasurer's Report: Nicola Priestley

- Nicola presented the Treasurer's report.
- Sponsorships are at an all-time high. Exceeded budget expectations.
- Numbers provided in Business Development committee report and see Treasurer's report for further details.
- ESDC funding. With uncertainty around the election cycle, the Federal Government has agreed to a 1-year extension, then a 5-year agreement.
- Should expect similar amount of ESDC funding.
- SCBC Board page includes the updated Financials for January and February.
- Lesa Lacey asked about the formal audit and whether we needed to do this every year? It was re-confirmed by Nicola and Mona that this was required for the ESDC contract.
- **Motion to approve the Treasurer's Report. Moved: Cory Williams; Seconded: Lesa Lacey. All in favour. Carried.**

Committee reports:**Governance Committee: Kate Pelletier**

- The committee met on March 12.
- Kate discussed the details of the copy of the Governance report sent to the Board.
- Document created to discuss timelines for Governance review.

- Discussed the signing of the Board Delegation of Authority and Code of Conduct by Board members.
- Final format editing is being done on the Board Handbook and Policy Manual, and they will be distributed to the Board once this is complete.
- Michelle has provided information on the research she has done re: lawyer review of our policies and documents. She will provide a report to the Board after Provincials are completed for discussion and decision about how to move forward.
- Lesa provided the committee with the Risk Registry she has been working on. Cory to do further work on this.
- Michelle to provide feedback after Provincials regarding what worked, suggested changes, issues etc.
- **Motion to approve that the Board sign the delegation of authority prior to the next Board meeting, then ongoing to sign annually at AGM. Moved: Kate Pelletier; Seconded: Cory Williams. All in favour. Carried.**
- **Motion to approve that Board members sign the Code of Conduct before the next Board meeting and then ongoing to sign annually at the AGM. Moved: Kate Pelletier; Seconded: Dennis Innes. All in Favour. Carried.**
- These documents will come to the board members via Docusign.

Business Development Committee:

- Kerry Vital presented the report and updated sponsorship information to date.
- Michelle Skelly provided further information pertaining to sponsorship.
- The Business Development Committee reported that \$314,750 had been invoiced in sponsorship payments, with \$195,500 received and \$119,250 in receivables.
- Details were discussed regarding ongoing meetings and sponsorship deliverables, particularly with the Elite sponsors and that CN was invoiced but Michelle is waiting for final contract to sign.
- Supplies and materials sponsorship was discussed including Canadian Tire (Maximum Tools), Dewalt, United Rentals, Milwaukee Tools and Seattle Tools donations.
- Michelle Skelly mentioned other sponsors and follow up is available with a link to anyone who would like to see the status and confirmation of sponsors.

7. Other Business: No other business was brought up.

8. In-Camera – Michelle Skelly left the meeting.

9. Meeting adjourned 12:00pm. Next meeting will be virtual, on June 12.