



## **Board of Directors Meeting**

### **Minutes**

**June 12, 2025**

**11:30am – 12:30pm**

### **Via Zoom**

Join Zoom Meeting

<https://us02web.zoom.us/j/81453966586>

Meeting ID: 814 5396 6586

---

### **Present:**

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

**Regrets:** Will Schwartz, Brad Moe

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

### **Welcome:**

- Dennis Innes, President, started the meeting.
- Welcomed everyone and thanked the board for taking the time to join the meeting.

### **Approval of Agenda:**

- Motion to approve agenda with amendment to add in Guest Speaker, Amber Gregory, Indigenous and Stakeholder Relations.  
Moved: Lesa Lacey ; Seconded: Courtenay Kearney; All in favor. None opposed. Motion approved.

### **Approval of Minutes:**

- Motion to approve the March 27, 2025, Board minutes.
- Motion to approve with amendment to correct bullet 7 in the minutes under the Governance Committee reports. Amend to include Cory Williams is working on Governance timelines, not risk registry.
- Moved: Kate Pelletier; Seconded: Abigail Fulton. All in favor. None opposed. Motion approved.

## **Reports:**

### **President's Report:** Dennis Innes

- Dennis noted this was a big year, looking at what the organization has achieved such as the success of the Provincial competition and other items such as increasing the sponsorship, bringing Mike Ford on board, the medal count at Nationals, the amount of work the board has done and the Governance committee, including the handbook, policies and more.
- Dennis noted there will be challenges ahead but this year has been a job well done by everyone.
- Post Secondary is definitely seeing some challenges. There is not sufficient funding with the Provincial Government currently. Not sure what this will mean for Skills Canada BC. We'll need to continue to look for other opportunities with sponsorship.

### **National Board Report:** Dennis Innes

- Dennis noted that for Skills Canada funding does not seem to be a concern.
- Expenses are going up however and the ability to host in a space big enough are some challenges.
- The question was asked at the Board meeting, what's next? Is there something more that can be done to leverage what Skills Canada has and be less reliant on government funding and have more of a reach?
- This will be brought up for discussion in the September Skills Canada Board meeting with the Operations Committee (Provincial Executive Directors and Skills Canada staff).

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

- Michelle provided an update on the status of staffing, competitions and programs, sponsorship, Government, Skilled Trades BC, conferences and committees, operations, indigenous engagement and alumni updates.
- Michelle advised they will be reviewing potential new registration system.
- Michelle provided further input regarding sponsorship during the Business Development Committee report.
- Michelle has also been working with Governance on lawyer fees for review of various documents which was brought up in the Governance Committee report.

### **Treasurer's Report:** Nicola Priestley

- Nicola presented the Treasurer's report.
- Three spreadsheets were provided including the March to May, 2025 Financials, and a Summary of the March to May financials.

- Nicola highlighted point #2 in the report regarding sponsorships: This was originally budgeted for \$220,000 and the total amounted to \$327,250, well above the budgeted amount. This has helped significantly decrease the projected shortfall.
- Point #3: Provincials costs. There was a specific note regarding Provincials expenditures in the Treasurer's report as \$287,000 but in the spreadsheet it noted \$282,000 in expenses. This typo will be amended in the Treasurer's report.
- Overall budgeted \$330,000 for Provincials but there are still invoices and bills to process but overall we can see this will be under budget.
- Point #4 re fiscal year performance: The summary is that the overall performance is fantastic and has significantly surpassed budget expectations.
- Motion to approve the Treasurer's Report with the amendment per above. Moved: Courtenay Kearney; Seconded: Jason Leber. All in favour. Carried.

### **Committee reports:**

#### **Executive Committee:** Dennis Innes

- The committee met earlier this week to prepare for the Board meeting. .
- The discussion focused on how do we promote ourselves better and what are the opportunities for this?
- Questions were raised such as how do we carry this into the planning we do and what else can we do over the next year?
- This will be further discussed in the September at the in-person Board meeting.

#### **Governance Committee:** Kate Pelletier

- Kate discussed the details of the copy of the Governance report sent to the Board.
- Michelle has provided information on the research regarding a lawyer review of our policies and documents and costs. It was determined that this is quite expensive.
- The Board handbook and Policies are now complete and has now been added to the website.
- Courtenay is currently working on the Employee Handbook and will collaborate with Michelle over the summer. Courtenay will aim to have this draft ready for the Sept. 3 Board meeting.
- Cory is working on the Governance review timelines. Cory will itemize what we do and when we do it. Cory will aim to have this available for the Sept. 3 Board meeting.
- Kate requested guidance from the Board regarding the risk of not having a lawyer review various documents.
- Abigail suggested a lawyer not necessary at this point for the size of the organization.
- Michelle will follow up with National office with regards to Protection of Youth documents.
- The Risk Registry will be reviewed at the September in-person Board meeting.

#### **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 \$327,250 was confirmed for sponsorship with \$5,000 of this total still to be received from Spratt-Shaw College. Kerry notes some of the challenges for improvement included age observations that there were some younger students in attendance, some parking and bus flow issues and congestion.
- Majority of comments were amazing however.

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

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

**9. Meeting adjourned 12:30pm.** Next meeting will be in person on September 3, 2025, in person.