



Board of Directors Meeting

Minutes

February 4, 2026

2:00pm to 2:30pm

Via Zoom

Present:

Dennis Innes, Cory Williams, Nicola Priestley, Jason Leber, Kate Pelletier, Courtenay Kearney, Kerry Vital, Will Schwarz, Tara Fong, Colleen McConnell, Lucy Griffith

Regrets: Caitlin Hartigan

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

Welcome:

- Dennis Innes, President, started the meeting.
- Dennis welcome the new members.

Approval of Agenda:

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

Approval of Minutes:

- Motion to approve the December 3, 2025, Board minutes.
- Moved: Nicola Priestley; Seconded: Jason Leber. None opposed. All in favor. Motion approved.

Election of Table Officers:

- a) Call for Nominations for Table Officers
 - Vice-President
 - Secretary
 - Treasurer

- Dennis Innes opened the call for nominations for **Vice-President**.
 - Kate Pelletier nominated Will Schwarz for Vice-President.
 - Will accepted the nomination.
 - Dennis asked 3 times if there were any further nominations for Vice-President or any objections.
 - Dennis declared that Will Schwarz has been elected to the role of Vice President by acclamation for two years.
- Dennis Innes opened the nominations for **Secretary**.
 - Courtenay Kearney nominated Kerry Vital for Secretary.
 - Kerry accepted the nomination.
 - Dennis asked 3 times if there were any further nominations for Secretary or any objections.
 - Dennis declared Kerry Vital has been elected to the role of Secretary by acclamation for two years.
- Dennis Innes opened the nominations for **Treasurer**.
 - Cory Williams nominated Nicola Priestley for Treasurer.
 - Nicola accepted the nomination.
 - Dennis asked 3 times if there were any further nominations for Treasurer or any objections.
 - Dennis declared Nicola Priestley has been elected to the role of Treasurer by acclamation for two years.
- b) Voting for each Table Officer** – voting was not necessary due to all three roles being elected by acclamation.
- Dennis Innes noted that at the next Executive committee meeting a choice will be made for a Member At Large and they will reach out to that individual.

Reports:

President's Report and Nationals Board report:

- Dennis Innes provided the Nationals and President's report combined.
- Dennis noted that Ray Massey was elected to the position of President, Skills Canada Board in October and Sue LeFort was elected for the Vice-President role.
- Dennis provided an explanation that the funds from ESDC/Federal Government goes to the Skills Canada organization and then they distribute to the provinces and territories.
- There will be a Nationals Board meeting in a couple of weeks with a goal to finalize the Strategic plan.

- Discussions at the Nationals level have included how to increase sponsorship so not so reliant on Government funding.
- On the Provincials side, additional funding from Skilled Trades BC included \$95,000.
- Dennis addressed the need to keep engaging potential partners to increase sponsorship.

Executive Director's Report:

- Michelle Skelly presented the Executive Director report.
- Michelle noted the separate document on the Board page has the full details.
- Michelle provided an update on the status of competitions and programs, sponsorship, Government, audit, conferences and committees, operations, indigenous and alumni updates.
- Michelle provided further input regarding sponsorship during the Business Development Committee report.
- Michelle noted per Dennis Innes comments the increased funds from Skilled Trades BC (\$95,000), in addition to \$30,000 from Skills Canada to purchase Try-A-Trade kits for distribution in the province.
- The BC Association of Broadcasters has notified SkillsBC that we are the recipient for one of the awards for \$300,000 in advertising which will be available later in the year. Details are just being presented, and further information will be provided shortly.

Treasurer's Report:

- Nicola Priestley presented the Treasurer's report.
- Nicola noted the fiscal year performance is doing well so far however we will be approaching a larger expense claim period.
- The SkillsBC Board login page includes the updated Financials for December.
- Motion to approve the Treasurer's Report. Moved: Will Schwarz; Seconded: Dennis Innes. All in favour. Carried.

Committee reports:

Governance Committee:

- Kate Pelletier provided a quick review of the Governance report provided to the Board.
- Kate noted that the last meeting focused on the election of Directors and proposed bylaw changes.
- Kate will be discussing a special resolution for the bylaw amendments.
- Kate will do more consultation and work with the Board in the next few months and suggest if there is more to review or update.
- Suggestions will include adding term limits to the Board as currently there are no term limits.
- Risk Registry: Committee includes Cory Williams, Tara Fong and Michelle Skelly.
- Governance timeline: Cory Williams. Cory Williams commented that recommendations have been submitted.
- Kate noted you can review the Governance committee report for further details.

- Executive Director performance review. Cory Williams was leading this previously, but Kate Pelletier will be taking this over now.

Business Development Committee:

- Kerry Vital presented the report and updated sponsorship information to date.
- Kerry noted that Nicola Priestley had also discussed details in the Treasurer's report.
- Michelle Skelly provided further information pertaining to sponsorship.
- The Business Development Committee reported that as of December 31, \$117,00 has been invoiced and \$57,000 in sponsorship payments has been received.
- Throughout January, additional sponsorship has been confirmed, reaching \$222,000.
- CN and WorkSafe BC have committed at the Elite sponsor level at \$25,000. Discussions with Enbridge and ICBC for potential Elite sponsorship levels are currently in progress.
- Other sponsorship information is available with a link to anyone who would like to see the status and confirmation of sponsors.
- Discussions are also in progress with various supply sponsors including Miller, Stanley Dewalt and others for support this year.
- Michelle Skelly emphasized the importance of securing funds, and the progress made so far.
- See Business Development Committee report for further details.

7. Other Business

- Dennis Innes noted that discussions were raised around what to do to formally thank the Board members, Brad Moe, Abigail Fulton and Lesa Lacey for their contributions to the Board.
- A suggestion was brought up to create an E-card again, which was done for John Haller, with thanks and comments from the Board/Staff.
- Cory Williams suggested this was likely her last year on the Board.
- Dennis Innes thanked Cory Williams for her former role as Vice-President on the Executive.

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

9. Meeting adjourned