ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes | AIBC Council

Date:	11:00 a.m. to 12:30 p.m. 08 November 2016
Location:	AIBC Large Boardroom
Presiding:	Condon
In Attendance:	Bass, Djurkovic, Dove, Gagnon, Gustavson, Kemp, Lovgreen, Nickerson (*remotely*), McDonald, Rettie, Rupp, Ruthen, van Dijk, Yustin
Staff:	Battiston, Hendriks, Lutes, Tough, Vernon
Regrets:	Kasaei

Item #	Detail

1.0 Welcome and Call to Order

President Condon called the meeting to order at 11:05 a.m.

MOTION:

Be it resolved that Council approves the following motion:

That councillor Nickerson may appear by remote video conference and is considered in attendance at the meeting with full voting and participation rights.

Gustavson / Lovgreen **CARRIED**

2.0 Acceptance of the Agenda

MOTION: That council accepts the agenda as presented.

Rettie / Djurkovic **CARRIED**

3.0 Consent

For council receipt: Reports

3.1 Council's Committees; Task Forces; Working Groups; Registration Board; CEO
3.1.1 President's Report (*verbal report*)
President Condon updated council on national initiatives currently underway.
3.1.2 Governance (*verbal report*)
Governance Committee Chair Djurkovic provided an update on the governance committee activities following its October 27 meeting, including discussions on the chapter guidelines, the AIBC Awards, long term governance planning, and a new council member evaluation process initiative.
3.1.3 Finance (*written report*)
3.1.8 CEO (*written report*)

3.2 Policy Compliance: 1.11 Financial Management/ Statements
Council Policy 3.1, 3.2, 3.3, 3.4, 3.5, 3.7, 3.8, 3.9, 3.10, 4.1, 4.2, 4.3, 4.4, 4.5

MOTION: That council receive the reports submitted under 3.1 and 3.2 above.

Lovgreen / Gustavson **CARRIED**

For council motion to approve:

3.3 Recording of electronic motions passed Sept/Oct 2016:
- 3.3.1 September 28 2016 Council Meeting Minutes
- 3.3.2 Notice of Disciplinary Inquiry

3.4 Human Resources Committee Terms of Reference
3.5 Committee Changes
3.6 Register Amendments for October

MOTION: That council approves items 3.3 through 3.6 above.

Djurkovic / Ruthen **CARRIED**

4.0 Policy

4.1 Bulletin 80 / CES Rules

Vernon summarized the process undertaken to update the Council CES Rules along with Bulletin 80. Council approved a member consultation period on the proposed rules, after which member feedback will be provided to council prior to final approval of the rules.

MOTIONS:

1) **That council support, in principle, the revised CES Rules as proposed for member notification and described in the attached.**

2) **That the CEO be requested to trigger the notification process for the revised rules as required by council policy 3.10.**

Rupp / Ruthen **CARRIED**

4.2 Revised Council Policy (1.33, 2.14, 2.23)

Vernon summarized the proposed revisions to two council policies, which are intended to align the policies with committee terms of reference (2.14) and the proposed chapter guidelines (1.33); the development of a new policy (2.23) on council liaison is intended to provide policy direction to the liaisons and council regarding their role on council.

MOTIONS:

That council approves the proposed amended council policies 1.33 Advocacy: Chapter Programs, and 2.14 Council Boards/Committees/Task Forces, and the proposed new council policy 2.23 Role of the Council Liaisons, as attached.

Ruthen / Gagnon **CARRIED**

4.3 Revised Council Rules

Vernon summarized that following its September 13 2016 meeting where council approved draft revisions to four sets of council rules, a required 30 day member notification period took place; member feedback to the rules was minimal resulting in no changes being made.

MOTIONS:

1) **That council approve the following updated rules as provided to council September 12 2016, to take immediate effect;**
   - **Council Meeting Rules**
   - **Council Rules for E-Voting for Bylaw Amendments**
   - **Council Rules for E-Voting for Council Elections**
   - **Council Rules for Electronic Voting and Council Meetings**

2) **That the CEO be requested to take the necessary procedural steps to publish the Rules.**

Gustavson / Bass **CARRIED**

5.0 <u>Non-Policy</u>

5.1 Annual Budget (Operating and Capital) and Bulletin 01: Fees, Fines and Charges

The Treasurer Gustavson and Vernon reviewed the budget submission in detail. Discussion included consideration of the long range budget projections and anticipated capital expenses, as well as the member fee increase of 1 percent for 2017 as reflected in Bulletin 01.

MOTION: That Council approves…

1) **The Annual Operating & Capital Budgets for 2017; and**
2) **The draft amended Bulletin 01: Fees, Fines and Charges 2017, as per the above-noted operating budget.**

Gustavson / Ruthen **CARRIED**

5.2 Annual Meeting: Motion From the Floor

Vernon summarized the submission, which is in response to council's approval to consider the motion-from-the-floor (MFTF) from the 2016 Annual Meeting. The submission included a report and rationale for council's consideration.

MOTIONS:

1) **That council decline to pursue the motion-from-the-floor amending the AIBC's mandatory Continuing Education System (CES) Rules.**

2) **That the CEO be requested to prepare and publish a response to the motion-from-the-floor with the full rationale for council's decision.**

Djurkovic / Rettie **CARRIED**

5.3 Chapter Guidelines

Vernon summarized that the chapter guidelines are submitted for council's approval in adherence to council policy 1.33, and following a lengthy review process, including at council's September 28 planning session.

MOTIONS:

1) **That council approves the AIBC Chapter Guidelines as attached, dated November 2016.**

2) **That the CEO be requested to take the necessary procedural steps to publish the Chapter Guidelines, and has authority to make minor, non-substantive amendments as may be required to the approved guidelines in Motion 1 prior to publication.**

3) **That council requests that the Bylaw Review Committee renew its analysis and recommendations on Chapter Bylaws as it deems appropriate within its 2015-2018 work plan.**

Rettie / Djurkovic **CARRIED**

5.4 Bylaw Review Committee Update

Vernon and Lutes summarized the submission to council, which provided an update on three current Bylaw Review Committee work plan items, namely Associates, Professional Liability Insurance, and Code of Ethics.

5.5 Public Outreach Committee Report

Rupp summarized the submission, which requests council's endorsement of the definition of outreach based on feedback received from council at the September 28 planning session.

MOTION:

That Council endorses the Public Outreach Committee's revised outreach definition: "To advance the understanding of the architectural profession in serving the public interest and enhancing the quality of our communities."

Rupp / Djurkovic **CARRIED**

6.0 ***In Camera***

MOTION: to go *in camera.*

Djurkovic / Rettie **CARRIED**

6.1 Retired Architect Liaison to Council

MOTION: to come out of *in camera*.

Gustavson / Ruthen **CARRIED**

MOTION:

That council invite Selwyn Dodd Retired Architect AIBC to fill the position of Retired Architect Liaison, as a non-voting guest to council until May 2018.

Rettie / Djurkovic **CARRIED**

6.0 <u>Adjournment</u>

MOTION to adjourn. (12:30 p.m.)

Lovgreen / Ruthen **CARRIED**