ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes | AIBC Council

Date/Time:	September 11, 2018 / 11:05 a.m. – 1:15 p.m.
Location:	AIBC Large Boardroom
Presiding:	Djurkovic
In Attendance:	Amodio, Bass, Brink, Laquinte Francis, Maleki, McDonald, Nickerson, Rettie, Richards, Rodrigues, Rothnie, Ruthen
Regrets:	Condon, Fenton, Haden, Hancock, Rupp
Guests:	Kathy McLaughlin, McLaughlin & Associates *(for In Camera Item 7.1 only)*
Staff:	Battiston, Cavouras, Chilton, Gatensby, Lutes, MacQueen, Morris, Torres, Tough, Vernon

Item # Detail

1.0 Welcome and Call to Order

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

2.0 Acceptance of the Agenda

MOTION: That council accepts the agenda as presented.

Djurkovic / McDonald **CARRIED**

3.0 Consent

For council receipt:

3.1 Council's Committees; Task Forces; Working Groups; President; CEO
- 3.1.1 President's report
- 3.1.2 Finance
- 3.1.3 Governance
- 3.1.4 Human Resources
- 3.1.5 CEO's report

3.2 Policy Compliance: Financial Management/Statements 1.11
Governance General 3.1, 3.2, 3.3, 3.4, 3.5, 3.7, 3.8, 3.9, 3.10

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

Djurkovic / McDonald **CARRIED**

For council motion to approve:

3.3 Recording of electronic motions passed July/August 2018

3.3.1 Register Amendments for July 2018
3.3.2 Committee Changes

MOTION: That council approve the consent items submitted under 3.3 above.

Djurkovic / Amodio **CARRIED**

3.4 Register Amendments for August 2018

MOTION: That council approve the consent item submitted under 3.4 above.

Djurkovic / Ruthen **CARRIED**

3.5 CACB Board Member Nominations

MOTION #1:

That Council approves the CACB Standing Committee's nominee Carole Nadeau for appointment to the CACB Board of Directors as a CALA Representative for a three-year term (November 2018 to November 2021).

MOTION #2:

That Council approves the CACB Standing Committee's nominee Jennifer Corson for appointment to the CACB Board of Directors as a joint CALA/CCUSA Representative for a three-year term (November 2018 to November 2021).

Djurkovic / McDonald **CARRIED**

3.6 July 10, 2018 Council Meeting Minutes

MOTION: That council approve the consent item submitted under 3.6 above.

Djurkovic / Rettie **CARRIED**

4.0 Policy

4.1 Bylaw Update: Council and Institute Governance

Lutes reviewed the bylaw initiative pertaining to a suite of bylaws related to Council and Institute Governance. The specific AIBC Bylaw headings affected by the proposed amendments are: Seal; Officers and Council; Boards, Task Forces and Committees; Remuneration and Expenses; and Nominations and Elections. The Bylaw Review Committee and staff are recommending that council support the proposed amendments, in principle, to trigger the consultation process. An electronic approval process will take place following the council meeting.

4.2 Revised Council Rules 1: Council Meetings

Vernon summarized the revisions being recommended to Council Rules 1: Council Meetings, with the most substantive revision being moving the council officer election process into an appendix to the Rules. Council suggested amendments to sections 2.21 and 2.32 for better clarity.

MOTION #1:

That council approve, in principle, revised *Council Rules 1: Council Meetings* as amended for member notification and described in the attached document.

MOTION #2:

That the CEO be requested to trigger the 30-day notification process for *Council Rules 1: Council Meetings* as required by council policy 3.10.

Djurkovic / McDonald **CARRIED**

4.3 Revised Council Rules 2: Electronic Voting and Council Meetings

Vernon summarized the revisions being recommended to Council Rules 2: Electronic Voting and Council Meetings, including broadening of the electronic platform for meetings and voting to include platforms other than email, and modifying the process for council members to submit their ballot. Council suggested an additional Rule related to communication of the results of the voting.

MOTION #1:

That council approve, in principle, revised *Council Rules 2: Electronic Voting and Council Meetings* as amended for member notification and described in the attached document.

MOTION #2:

That the CEO be requested to trigger the 30-day notification process for *Council Rules 2: Electronic Voting and Council Meetings* as required by council policy 3.10.

Djurkovic / McDonald **CARRIED**

4.4 CALA Future of the Profession (FOTP)

Djurkovic indicated that further to council's August 2018 planning session, at which council reviewed the draft FOTP Policy in full and determined that a task force be formed to support the national initiative, council is requested to consider and approve the following motions.

MOTION #1:

That Council receives the work of the CALA sub-committee and the draft *National Architectural Policy for Canada: A Vision of Values*, dated May 16, 2018.

MOTION #2:

That a Council task force be formed with an associated Terms of Reference, to support the AIBC's work related to the Future of the Profession with members to include John Bass, Sean Ruthen, Ian McDonald, Michelle Rupp, and Bruce Haden.

Djurkovic / Bass **CARRIED**

5.0 Non-Policy

5.1 2014-2018 Strategic Plan Status Report

This agenda item was not discussed due to time constraints.

5.2 Risk Register Status Report

This agenda item was not discussed due to time constraints.

5.3 Date for 2019 Annual Meeting

MOTION: That Council approves the date of the 2019 AIBC Annual Meeting be set as May 6, 2019.

Djurkovic / Amodio **CARRIED**

5.4 Capital Budget

Vernon indicated that as a result of unforeseen challenges with the gallery renovation reported in the July 2018 Council meeting, phase 1 of the three phase project will use the full capital budget allocation. Council is requested to approve a budget request such that phase 2 of the project can be undertaken in 2018.

MOTION: That Council approve the allocation of an additional $83,250 from unallocated operating reserves to the capital budget in order to undertake Phase 2 of the office renovations.

Djurkovic / McDonald **CARRIED**

7.0 <u>In Camera</u>

MOTION: to go *in camera.*

Djurkovic / McDonald **CARRIED**

7.1 Draft 2019-2023 Strategic Plan – Final Review

7.2 Nominations for AIBC Recognition Award

MOTION: to come out of *in camera*.

Djurkovic / Ruthen **CARRIED**

7.1 Draft 2019-2023 Strategic Plan – Final Review

MOTION #1:

That Council approve, in principle, the draft 2019-2023 Strategic Plan including the mandate, vision, goals, outcomes and strategies, as proposed and described in the attached document.

Rettie / Bass **CARRIED**

MOTION #2:

That the CEO be requested to publish the draft 2019-2023 Strategic Plan thereby triggering a member notification period, after which the CEO is requested to provide council with the feedback received.

Rettie / Bass **CARRIED**

8.0 Adjournment

MOTION: to adjourn. (1:15 p.m.)

Djurkovic / Nickerson **CARRIED**