ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes | AIBC Board

Date/Time:	February 13, 2024 / 11:01 a.m. to 12:00 p.m.
Location:	Videoconference
Presiding:	Laquinte Francis
In Attendance:	Azizi, Crawford, Deal, Foit, Guiry, Halverson, Laquinte Francis, McDonald, Racich, Rothnie, Scott, Wilson
Regrets:	McLean, Rodrigues
Staff:	Gatensby, Kim, Kokol, Lutes, MacQueen, Morris, Sands, Sheina, Torres, Tough, Vernon, Woff

Item #	Detail

1.0 Welcome and Call to Order

Board Chair Laquinte Francis called the meeting to order at 11:01 a.m.

2.0 Acceptance of the Agenda

MOTION: That the Board accepts the agenda as presented.

Deal / Rothnie **CARRIED**

3.0 Consent Receipt

3.1 Reports: Board Chair, Board Advisory Groups, CEO & Registrar
- 3.1.1 Board Chair
- 3.1.2 Governance Advisory Group
- 3.1.3 Finance and Audit Advisory Group
- 3.1.4 CEO & Registrar

MOTION: That the Board receives the reports submitted under 3.1.

Rothnie / Crawford **CARRIED**

3.2 Policy Compliance: 1.11 Financial Management/Statements

MOTION: That the Board receives the financial management compliance report and statements in accordance with Policy 1.11.

Azizi / Wilson **CARRIED**

Consent Approval

3.3 Adoption of Electronic Resolutions

Submission - Approval of Amendment to AIBC Values

MOTION: That the Board approves the following Values for inclusion in the 2024-2028 Strategic Plan.

Inclusive:	**Providing equal opportunity and supportive of diversity**
Proactive:	**Providing collaborative and innovative leadership**
Open:	**Supporting responsibility, accountability, and transparency**
Ethical:	**Behaving with integrity and professionalism**

Rothnie / Halverson **CARRIED**

3.4 Board Meeting Minutes, November 14, 2023

MOTION: That the Board approve the Board Meeting Minutes of November 14, 2023 as distributed.

Deal / Racich **CARRIED**

(Note that an error on the agenda resulted in omission of section 4.0)

5.0 Non-Policy

5.1 Equity Diversity and Inclusion Task Force Report and Recommendations

Laquinte Francis summarized the task force report and recommendations, which includes an updated EDI action plan, and approval of a new Board Advisory Group to address the action plan, and EDI issues as they are identified and advise the Board on the policy changes which might be necessary.

MOTIONS:

1) **That the Board approve the Equity, Diversity and Inclusion Task Force Action Plan.**

2) **That the Board approve the Equity, Diversity and Inclusion Advisory Group Terms of Reference, thereby establishing an ongoing group to address the items in the Action Plan.**

Deal / Guiry **CARRIED**

6.0 Policy

6.1 Amended Board Correspondence Policy

MOTION:

That the Board approves the Board Correspondence Policy, as attached, and which replaces the previous Council/President Correspondence Protocol.

Racich / Halverson **CARRIED**

6.2 Financial Risk Assessment Report

Vernon indicated that as per Board policy, a Financial Risk Assessment is undertaken every five years. The draft report was twice previously reviewed by the Board and is presented for Board receipt.

MOTIONS:

1) **That the Board receive the 'Financial Risk Assessment' Report (dated December 15, 2023) as submitted by Deloitte.**

2) **That the Board approve implementation of the Report's recommendation and request the Finance & Audit Advisory Group to draft revisions to the Board financial reserve policy to reflect the increased target balances of two of the three reserve funds by the end of 2025.**

Azizi / Halverson **CARRIED**

7.0 <u>New Business</u>

No items.

8.0 *In Camera*

MOTION: to go *in camera*.

Rothnie / Azizi **CARRIED**

8.1 BC *International Credentials Recognition Act*

MOTION: to go *ex camera*.

Guiry / Rothnie **CARRIED**

9.0 <u>Adjournment</u>

MOTION to adjourn. (12:00 p.m.)

Rothnie / Halverson **CARRIED**