ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes | AIBC Board

Date/Time:	September 9, 2025 / 11:02 p.m. to 1:03 p.m.
Location:	Videoconference
Presiding:	Sean Rodrigues
In Attendance:	Manoochehr Azizi, John Crawford, Lara Gregurić, Andy Guiry, Matthew Halverson, Mike Racich, Stuart Rothnie, Shamus Sachs, Laura Wilson
Regrets:	Ann McLean
Staff:	Maura Gatensby, Kelly Kim, Alexandra Kokol, Thomas Lutes, Yana MacQueen, Meagan Sands, Sabinder Sheina, Jenelyn Torres, Tracy Tough, Mark Vernon, Elizabeth Woff

Item #	Detail

1.0 Welcome and Call to Order

Board Chair Rodrigues called the meeting to order at 11:02 a.m. Chair Rodrigues welcomed new Lay Board Member Lara Gregurić to the Board.

2.0 Acceptance of the Agenda

MOTION: That the Board accepts the agenda as presented.

Racich / Halverson **CARRIED**

3.0 Consent Receipt

3.1 Reports: Board Chair, Standing 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 Human Resources Advisory Group (*see item 7.1*)
- 3.1.5 Equity, Diversity and Inclusion Advisory Group (*no report*)
- 3.1.6 CEO & Registrar

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

Azizi / Wilson **CARRIED**

3.2 Policy Compliance: 3.3 Financial Management

MOTION: That the Board receives the financial management compliance report and statements in accordance with Policy 3.3.

Racich / Guiry **CARRIED**

Consent Approval

3.3 Adoption of Electronic Resolutions:

Submission 1 - Investigation Committee Terms of Reference (June 2025)

MOTIONS:

1) **That the Board remove Registrant Committee Member Joe Minten Architect AIBC and Lay Committee Member Azat Perengliyev from the Investigation Committee.**

2) **That the Board approve the updated Committee Terms of Reference, as attached, in accordance with AIBC Bylaws 3.10 and 3.13.**

3) **That the Board instruct the Registrar to publish the updated Terms of Reference approved in motion (2), in accordance with AIBC Bylaw 3.13.**

Submission 2 – Policy Compliance Reporting: 3.3 Financial and Asset Management (June 2025)

MOTION: That the Board receives the financial management compliance report and statements in accordance with Policy 3.3.

Submission 3 - Board Advisory Group Terms of References (July 2025)

MOTION: That the Board approves the attached Terms of Reference including memberships for the following Board standing Advisory Groups for the 2025/26 Board year:

- **Finance and Audit Advisory Group;**
- **Governance Advisory Group;**
- **Human Resources Advisory Group; and**
- **Equity, Diversity, and Inclusion Advisory Group.**

Submission 4 - CACB Board Nomination (July 2025)

MOTION: That the Board approves the CACB Standing Committee's nominee Darryl Condon Architect AIBC for appointment to the CACB Board of Directors as the ROAC representative for a three-year term (commencing Fall 2025).

Wilson / Azizi **CARRIED**

3.4 Annual General Meeting

- 2026 AGM Meeting Date, Time and Location
- 2025 AGM Meeting Minutes

MOTION 1: That the Board designates:

a) **the date of the 2026 AIBC Annual General Meeting to be June 11, commencing at 12:00 p.m. PST, and;**
b) **the place of the 2026 AIBC Annual General Meeting to be Vancouver, for the purposes of conducting an electronic meeting as authorized under Bylaw 2.115.**

Halverson / Guiry **CARRIED**

MOTION 2: That the Board approve the minutes of the 106th Annual General Meeting held June 3 2025, in compliance with Board Policy 2.5.11.

Racich / Wilson **CARRIED**

3.5 Board Meeting Minutes (June 5, 2025)

MOTION: That the Board approves the Board meeting minutes of June 5, 2025, as attached.

Guiry / Azizi **CARRIED**

4.0 Non-Policy

4.1 Risk Register Status Report

Vernon provided background information about the risk register status report and summarized the two risks with decreased risk ratings and the one risk with an increased risk rating.

4.2 Strategic Plan Status Report

Vernon provided background information about the strategic plan status report including the progress being made on the goals and strategies in the last six months.

5.0 Policy

5.1 Proposed New Board Policy 1.5 Statutory Committees

MOTIONS:

1) That the Board approve the new Board Policy 1.5 Statutory Committees as attached, in accordance with Bylaw 2.4.

2) That the Board instruct the Registrar to publish the Board Policy approved in motion (1), in accordance with Bylaw 2.5.

Laquinte Francis / Racich **CARRIED**

5.2 Proposed New Professional Standards

Lutes presented on continued development of the draft (1) Competency and (2) Field Review Professional Standards, which the Board supported in earlier discussions. The Professional Standards Advisory Group and staff have worked to advance the standards and support commentary for inclusion in the Code of Ethics and Professional Conduct. The Board indicated their continued support.

6.0 New Business

6.1 CEO Report Item

Chair Rodrigues brought the Board's attention to an item in the CEO report (agenda item 3.1.6) regarding a proposed new Board management application. It is recommended that the Board view the demonstration video linked in the report.

6.2 Induction & Retirement Ceremony

Chair Rodrigues reminded the Board of the upcoming Induction & Retirement event taking place on September 16 and encouraged everyone to attend.

6.3 Volunteer Inquiry

Rothnie inquired about the volunteer competency review process given a recent experience. Vernon requested that feedback be provided.

7.0 *In Camera*

MOTION: to go *in camera*.

Laquinte Francis / Halverson **CARRIED**

7.1 CEO Performance Review & Planning Process

MOTION: to go *ex camera*.

Halverson / Racich **CARRIED**

8.0 Adjournment

MOTION to adjourn. (1:03 p.m.)

Guiry / Crawford **CARRIED**