



ARCHITECTURAL INSTITUTE OF BRITISH COLUMBIA

Minutes | AIBC Board

- Date/Time:** November 4, 2025 / 11:02 a.m. to 12:49 p.m.
- Location:** Videoconference
- Presiding:** Matthew Halverson (*Items 1.0-4.0*) / Sean Rodrigues (*Items 5.0-8.0*)
- In Attendance:** Manoochehr Azizi, John Crawford, Lara Gregurić, Andy Guiry, Matthew Halverson, Marguerite Laquinte Francis, Ann McLean, Mike Racich, Stuart Rothnie, Shamus Sachs, Laura Wilson
- Regrets:**
- Staff:** Kelly Kim, Alexandra Kokol, Thomas Lutes, Yana MacQueen, Meagan Sands, Tracy Tough, Mark Vernon, Elizabeth Woff

Item #	Detail
1.0	<p><u>Welcome and Call to Order</u></p> <p>Prior to the call to order, Board Vice Chair Halverson indicated that as the Board Chair is unable to attend the first part of this meeting, Vice Chair Halverson will act as chair until such time the Board Chair is in attendance, as per Bylaw 2.21. This change to the chair is reflected in the acceptance of the agenda.</p> <p>Vice Chair Halverson called the meeting to order at 11:02 a.m.</p>
2.0	<p><u>Acceptance of the Agenda</u></p> <p>MOTION: That the Board accepts the agenda as presented.</p> <p>Laquinte Francis / Racich CARRIED</p>
3.0	<p><u>Consent Receipt</u></p> <p>3.1 Reports: Board Chair, Standing Advisory Groups, CEO & Registrar</p> <p>3.1.1 Board Chair</p> <p>3.1.2 Governance Advisory Group</p> <p>3.1.3 Finance and Audit Advisory Group (<i>see item 4.1</i>)</p> <p>3.1.4 Human Resources Advisory Group (<i>see item 7.1</i>)</p> <p>3.1.5 Equity, Diversity and Inclusion Advisory Group (<i>no report</i>)</p> <p>3.1.6 CEO & Registrar</p> <p>MOTION: That the Board receives the reports submitted under 3.1.</p> <p>Sachs / Wilson CARRIED</p> <p>3.2 Policy Compliance: 3.3 Financial Management</p>

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

Laquinte Francis/ Crawford

CARRIED

Consent Approval

3.3 Adoption of Electronic Resolutions:

Submission 1 - Approval of Expenditure

Motion:

That the Board authorizes the Chief Executive Officer to engage with an executive search firm to assist with an upcoming staff vacancy, consistent with Board Policies 3.3.7. and 3.3.20.

Submission 2 – ROAC Committee Appointment

Motion:

That the Board approve the re-appointment of Greg Johnson Retired Architect AIBC to the Committee for Canadian Examination of Architects (CExAC) for a three-year term beginning January 2026.

Submission 3 – Board Executive Search Task Force Terms of Reference

Motion:

That the Board approves the Board Executive Search Task Force Terms of Reference, as attached.

Laquinte Francis/ Guiry

CARRIED

3.4 Board Meeting Minutes (June 5, 2025)

MOTION: That the Board approves the Board meeting minutes of September 9, 2025, as attached.

Gregurić / Racich

CARRIED

4.0 Non-Policy

4.1 Annual Budget (Operating and Capital), and AIBC Bylaws Schedule B: Fees

MOTION:

- 1) That the Board approves ...
 - a. The Annual Operating & Capital Budgets for 2026;
 - b. The amended Schedule B: Fees of the AIBC Bylaws, as per the above-noted operating budget, and with an effective date of January 1, 2026.

- c. The CEO & Registrar to make minor, non-substantive corrective amendments as may be required to Schedule B: Fees approved in motion (b), such as formatting and capitalization.
- 2) That the Registrar be requested to take the necessary procedural steps to publish the amended Schedule B: Fees approved in motion 1) in keeping with Bylaw 2.5.

Azizi / Sachs

CARRIED

5.0 Policy

5.1 Statutory Committee Terms of Reference Amendments

MOTIONS:

- 1) That the Board approve the amended Credentials Committee, Investigation Committee, Discipline Committee, and Conduct Review Committee Terms of References, as attached, in accordance with AIBC Bylaw 3.13.
- 2) That the Board instruct the Registrar to publish the updated Terms of References approved in motion (1), in accordance with AIBC Bylaw 3.13.

Guiry / Halverson

CARRIED

5.2 Nomination Committee Appointments

MOTIONS:

- 1) That the Board appoint to the Nomination Committee Christi McAuley and Jim Intihar as Lay Committee Members, and Jana Foit Architect AIBC and Michelle Fenton Architect AIBC as Registrant Committee Members, in accordance with AIBC Bylaw 3.10.
- 2) That the Board approve the updated Committee Terms of Reference, as attached, in accordance with AIBC Bylaw 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.

Laquinte Francis / Halverson

CARRIED

6.0 New Business

6.1 Architecture Foundation of BC (AFBC)

The Board discussed the continuing communication need to reinforce the role of the AFBC (advocacy), and the role of the AIBC (regulation) with registrants and the AFBC membership and board. A number of suggestions were discussed.

7.0 In Camera

MOTION: to go *in camera*.

Sachs / Gregurić

CARRIED

7.1 HR Advisory Group: CEO Performance

Adopted

MOTION: to go *ex camera*.

Halverson / Racich

CARRIED

8.0 Adjournment

MOTION to adjourn. (12:49 p.m.)

Laquinte Francis/ Azizi

CARRIED