



**REGULAR MEETING OF THE BOARD OF GOVERNORS  
OF GRANDE PRAIRIE REGIONAL COLLEGE  
GRANDE PRAIRIE REGIONAL COLLEGE, E211  
OCTOBER 22, 2009, 10:15 A.M.**

---

Board Members:      Mr. Michael O'Connor, Chair  
                             Ms. Jackie Clayton  
                             Mr. Tim Garner  
                             Mr. Don Gnatiuk  
                             Ms. Chelsey Greene  
                             Ms. Debra Gustavson  
                             Mr. Richard Horner  
                             Mr. Daniel Lemieux  
                             Ms. Anita Luck  
                             Ms. Wendy McMillan  
                             Mr. Grant Menzies  
                             Mr. Peter Merlo  
                             Mr. Vince Vavrek

Guests:                Mr. Damien Wood

---

**CALL TO ORDER**

The Board Chair called to order the public session of the meeting at 10:17 a.m.  
The Board welcomed Daily Herald-Tribune reporter Damien Wood.

**ADOPTION OF AGENDA**

The Board Chair called for amendments to the Agenda of October 22, 2009.

**MOVED** by C. Greene, seconded by V. Vavrek, the Agenda of October 22, 2009 is approved as received.

**CARRIED  
5308/2009**

**MINUTES OF SEPTEMBER 24, 2009**

The Board Chair called for errors or omissions in the September 24, 2009 Minutes.

**MOVED** by P. Merlo, seconded by J. Clayton, the Minutes of September 24, 2009 are approved with the following amendments:

- Corrected spelling of Chelsey Greene
- Addition to attendance: Debra Gustavson

**CARRIED**  
**5309/2009**

### **REQUIRED APPROVALS**

#### **ACADEMIC COUNCIL PUBLIC MEMBER APPOINTMENT**

The Post-Secondary Learning Act stipulates that the Board of Governors will make appointments to fill Academic Council public member positions. The Nominating Committee of Academic Council has recommended Ms. Jacquie Aitken-Gaboury serve a two-year term as a public member of the Academic Council.

**MOVED** by P. Merlo, seconded by D. Gustavson, that Ms. Jacquie Aitken-Gaboury be appointed to the Academic Council for a two-year term as a public member.

**CARRIED**  
**5310/2009**

#### **2008-2009 AUDITED CONSOLIDATED FINANCIAL STATEMENTS AND INTERNALLY RESTRICTED NET ASSETS**

The Grande Prairie Regional College Consolidated Financial Statements of June 30, 2009, have been audited by the Office of the Auditor General. The Auditor's Exit Conference was held with the Board Audit Committee on October 19, 2009.

The Internally Restricted Net Assets of the College total \$4,068,932. This includes the total of Alumni/Foundation internally restricted net assets in the amount of \$692,886.

**MOVED** by V. Vavrek, seconded by A. Luck, the 2008/09 Grande Prairie Regional College Audited Consolidated Financial Statements, including the internally restricted net assets, be approved.

**MOVED** by V. Vavrek, seconded by C. Greene, the motion be amended to add approval conditional pending verification of the Post-Secondary Learning Act Statute of Alberta approval date, and justification of the relevance of Note 22 in regards to Fairview and removal if Note is deemed unnecessary.

**CARRIED**  
**5311/2009**

**MOVED** by V. Vavrek, seconded by A. Luck, the 2008/09 Grande Prairie Regional College Audited Consolidated Financial Statements, including the internally restricted net assets, be approved pending verification of Note 1, the Post-Secondary Learning Act Statute of

Alberta approval date, and justification of the relevance of Note 22 in regards to Fairview and removal if Note is deemed unnecessary.

**MOVED** by M. O'Connor the motion be tabled.

**CARRIED**  
**5312/2009**

Director of Financial Services W. Morrow provided an explanation to the concerns raised by the Board regarding Note 22. The Note is in reference to a subsequent event and the Board would like to ensure that approval of the document does not restrict opportunity for further discussion regarding the Fairview Campus Assets and Fairview Foundation funding.

The Board was assured that any inappropriate activity with regard to the Fairview assets and financial status will be raised and addressed by the Auditor General's Office in 2009-10.

**MOVED** by M. O'Connor the motion be raised from the table.

**CARRIED**  
**5313/2009**

**MOVED** by V. Vavrek, seconded by C. Greene, the motion be revised to strike reference to Note 22 from the motion.

**CARRIED**  
**5314/2009**

**MOVED** by V. Vavrek, seconded by A. Luck, the 2008/09 Grande Prairie Regional College Audited Consolidated Financial Statements, including the internally restricted net assets, be approved pending verification of Note 1, the Post-Secondary Learning Act Statute of Alberta approval date.

**CARRIED**  
**5315/2009**

### **MONITORING CEO PERFORMANCE**

#### **EL3 – Financial Condition and Activities**

The Board received and reviewed the CEO Monitoring Report on *EL3 Financial Condition and Activities*.

**MOVED** by D. Lemieux, seconded by A. Luck, the Board accept the CEO Monitoring Report on EL3 Financial Condition and Activities as a reasonable interpretation of the policy supported by appropriate rationale.

**MOVED** by M. O'Connor the motion be tabled.

**CARRIED**  
**5316/2009**

Additional information was requested regarding 'Fail to aggressively pursue receivables after a reasonable grace period.' Currently there isn't a definition on the amount of receivables that is acceptable to be written off annually.

**MOVED** by M. O'Connor the motion be raised from the table.

**CARRIED**  
**5317/2009**

**MOVED** by D. Lemieux, seconded by A. Luck, the Board accept the CEO Monitoring Report on EL3 Financial Condition and Activities as a reasonable interpretation of the policy supported by appropriate rationale.

**CARRIED**  
(Opposed: P. Merlo)  
**5318/2009**

#### **EL4 – Asset Protection**

The Board received and reviewed the CEO Monitoring Report on *EL4 Asset Protection*

**MOVED** by J. Clayton, seconded by P. Merlo, the Board accept the CEO Monitoring Report on EL4 Asset Protection.

**CARRIED**  
**5319/2009**

### **MONITORING BOARD PERFORMANCE**

#### **GP-8 – Board Committee Principles**

The Board received and reviewed the Governance Process Policy – GP-8 Board Committee Principles and completed the worksheet assessing the Board's compliance with the Governance Process explicit to this policy.

#### **GP-9 – Board Committee Structure**

The Board received and reviewed the Governance Process Policy – GP-9 Board Committee Structure and completed the worksheet assessing the Board's compliance with the Governance Process explicit to this policy.

**GP-9.1 – Audit Committee Terms of Reference**

The Board received and reviewed the Governance Process Policy – GP-9.1 Audit Committee Terms of Reference and completed the worksheet assessing the Board's compliance with the Governance Process explicit to this policy.

**GOVERNANCE PROCESS – ITEMS FOR DECISION****EL-3 – Financial Condition and Activities**

**MOVED** by T. Garner, seconded by D. Gustavson the Executive Limitation EL-3 Financial Condition and Activities is reaffirmed.

**MOVED** by D. Lemieux, the motion be tabled.

**CARRIED**  
**5320/2009**

Governance advice will be sought by the Board regarding the limitations of this policy.

**EL-4 – Asset Protection**

**MOVED** by V. Vavrek, seconded by J. Clayton, Executive Limitation EL-4 – Asset Protection is reaffirmed.

**CARRIED**  
**5321/2009**

**GP-8 - Board Committee Principles**

**MOVED** by R. Horner, seconded by D. Gustavson, Governance Policy GP-8 Board Committee Principles is reaffirmed.

**CARRIED**  
**5322/2009**

**GP-9 – Board Committee Structure**

**MOVED** by C. Greene, seconded by A. Luck, Governance Policy GP-9 Board Committee Structure is reaffirmed.

**CARRIED**  
**5323/2009**

**GP-9.1 Audit Committee Terms of Reference**

**MOVED** by P. Merlo, seconded by R. Horner, Governance Policy GP-9.1 Audit Committee Terms of Reference is reaffirmed.

**CARRIED**  
**5324/2009**

## **INCIDENTAL INFORMATION**

### **BOARD CHAIR REPORT**

The Board Chair reported:

- Attendance at the Strategic Directions meeting with Minister Horner on October 6, 2009.
- All institutions will make efforts to be supportive of the Minister in regards to the 2010-11 budget.

### **CEO REPORT**

The Executive recognized the following individuals for value-added contributions to GPRC and the community:

- Appreciation is extended to Lena Bengtsson and LeiLani Boucher and the staff of Chris Warkentin's Office for their assistance with an Immigrant and Settlement Services challenge in Fairview.
- Thanks to the following staff for a successful launch of the Alberta North Hythe CAP site on October 2, 2009: Darcie Coulter, Anna Gillis, Phil Gorman, Chris Murphy, Jordan Pickup, Jennifer Thomas and CAP Site Coordinator Karen Bass.
- Congratulations to Darcie Coulter, Anna Gillis, Jordan Pickup and Jennifer Thomas for their successful application for funding from Alberta North to support distance delivery for GPRC's learners.
- Appreciation is extended to the staff of the Finance Department for their patience and support during the 2008-2009 Financial Audit process: Shelley Berg, Tammy Blackley, Dana Doering, Debbie Gustavson, Doris Hoveland, Kristine Kimpe, Tracy Laurin, Barb Mayer, Wendy Morrow, Barb Ollenberger, Andrea Plumridge, Leigh Roberts, Sharon Sanderson,
- Congratulations to the Fine Arts Department for its creation and donation of a scarecrow for the rotary fundraiser. It was chosen as one of the best and brought in \$700.00 at live auction, the second highest bid.
- Appreciation is extended to the staff that provided support to Brian Larson during his contract with GPRC to prepare a Fairview Institutional Access Plan, specifically Barb Johnston and Sue Sych.

The President advised the Board that following consultation with the City of Grande Prairie and GPRC legal advisors, GPRC will be proceeding immediately with the putting in of a storm line on the GPRC South land.

The President reported on the connections and meetings held since the last Board meeting.

**SELF-EVALUATION OF GOVERNANCE PROCESS AT THIS MEETING**

Board members received in their Board packages the Board meeting self-evaluation form. Members completed the form and handed it in for compilation and discussion at the December meeting.


**ROUNDTABLE**

Board members comments:

- P. Merlo requested support from Board members to attend the Alumni Foundation meetings of November and December. J. Clayton volunteered to attend the November meeting. R. Horner volunteered to attend the December meeting.
- W. McMillan reported on the first meeting of the Grande Prairie and Fairview GPRC Academic Staff Association members (via teleconference). The meeting included elections and she proudly reported that the President of the ASA is Laurie Nock and the Vice-President is Gavin Winter.
- Congratulations to Kelly Benning who has been shortlisted for the Chamber of Commerce Employee of the Year Award. GPRC is also shortlisted for the Award of Employer of Choice.

**ADJOURNMENT**

The public meeting adjourned at 11:30 a.m.



Michael O'Connor, Chair



Maureen Clarke, Secretary