

Registrant Board Members

Regional Electoral District 1	Rebecca Martin, PAg (Chair)
Regional Electoral District 2	Catherine Hayes, PAg; William Shaw, PAg
Regional Electoral District 3	Warren Mills, PAg; Yasemin Parkinson, PAg; Kirk Phair, PAg (Treasurer)

Past Chair Non-voting: Jessica Morgan, PAg, RPBio

Lay Board Members: Carla Corbett Schiller, RPBio
Brock Endean
Guy Chartier (online)
Betsy Gibbons

BCIA Staff: Jane Kerner, PAg, Interim CEO
Ryan O'Grady, PAg, PEng, Registrar
Laurena Olsen, Deputy Registrar (recorder)
Jasmine Wong, Provincial PD Coordinator

Regrets: Natasha Neumann, PAg (District 1 Board Member)
Kara Hamilton, Finance Officer
Jennifer Hobson, Administrative Assistant

Saturday, May 11, 2024

The meeting was called to order at 8:30 am.

1. Call to Order

The Chair called the meeting to order and confirmed quorum was met, which included at least one Lay Board Member present.

2. Approval of Agenda

Add two agenda items under Other Business: Review Signing Officers and Lay Member Training.

- *Motion to accept the agenda as amended. **Carried***

3. Approval of Draft 2024 Meeting Minutes - April 12-14, April 16, April 19, April 30

- *Motion to approve the presented four sets of meeting minutes with amendments. **Carried***

4. Action Tracker Update

The action tracker sheet was presented for review and discussion. The tracker sheet will be updated appropriately with select edits.

- **Action:** post both the new final Financial Policies document and BDO financial audit summary video to the website and include in an upcoming email update.
- **Action:** staff to develop a draft communications plan for the Board's consideration regarding branch meetings and expectations.

5. Financial Working Group Discussion

A verbal report was presented by the Registrar and highlights were discussed.

- **Action:** Staff to meet with the Treasurer to delineate between the Financial Management team and Financial Working Group; draft a Financial Working Group Terms of Reference and present at the September meeting.

6. Committee Self Evaluation Tool

A draft Committee Self Evaluation Tool was presented, and highlights were discussed. It was determined that the tool was not needed at this time yet will be reconsidered in the future with streamlined questions. Summer meeting agendas to include further discussions on committees' purpose and direction.

- **Action:** present annual work plans and budgets, including succession planning, and discuss a possible streamlined evaluation tool at the September meeting.

7. Strategic Advisement Working Group Discussion

A verbal report was provided by the Past Chair and highlights were discussed.

- **Action:** include the CEO posting in upcoming email updates when ready; boost in social media pages; communicate to branch executives.

8. Advocacy Discussion/Strategic Plan

A verbal report was presented by the Interim CEO and Registrar, and highlights were discussed. The Board discussed the pros and cons of a distinct advocacy organization that would allow for networking channels such as awards, scholarships, insurance benefits etc.

- **Action:** staff to reach out to EGBC and FPBC over the summer to find out their experience with their advocacy models.

9. AGM and BC Land Summit Roundtable Debrief

The Board discussed the results of the BCIA AGM and BC Land Summit events that were held in Nanaimo, May 7-10, 2024. It was proposed that future BCIA AGMs be solely virtual rather than hybrid. The Board determined that many factors would need to be considered if continuing with future land summit planning and belonging to the BC Land Summit Society. The 2025 BCIA conference may be held in the Lower Mainland with staff considering the optics.

- **Motion:** to approve future BCIA AGMs be solely virtual, starting in 2025. **Carried**

10. Appointment of Committee Members

As recommended by the Nomination Committee for the Board's consideration:

- Jennifer McGuire, PAg – Investigation Committee
- Jennifer Johnson, AAg – Investigation Committee
- Vafa Alizadeh, PAg – Credentials Committee (Chair)
- **Motion** to accept the above appointments as recommended by the Nomination Committee. **Carried**

11. Discipline Committee TOR Approval

The Discipline Committee Terms of Reference (TOR) was presented, and highlights discussed. The Board provided input and edits to the document were noted.

- **Action:** Combine actions into one list; consult with legal lawyer; circulate a tracked and final version; present to the Board when ready.

12. Updated 2024 and 2025 Schedule of Outreach Events

As presented by the Registrar with approximate numbers for information purposes only. Branch executives have been advised to arrange their Branch AGMs well in advance, ideally adjacent to related conferences and trade shows. In-person ethics offerings are proposed to be held in conjunction with these tandem events. Post secondary outreach will be strengthened in latter half of 2024 with a Community of Practice concept being considered.

13. Upcoming Meeting Dates

- June 20 – 6 pm to 9 pm virtual
- July 25 – 6 pm to 9 pm virtual
- September 20-22 (quarterly) – Hotel TBD
- November 7 - 6 pm to 9 pm virtual
- November 29-December 1 (quarterly) – Hotel TBD
- **Action:** staff to draft a cost-effective document with in-person Board meeting options for the July Board Meeting.

14. Other Business

Review Signing Officers – review annually at the board meeting after the BCIA AGM. Remain as is for 2024 until the new CEO is hired and added as the fourth signing officer; to be re-evaluated when the Finance Working Group is formed.

Lay Member Training – Betsy Gibbons, Lay Member, provided an overview of recent government sponsored training she participated in called "Governing in the Public Interest". It was suggested to engage with UNDRIP and TRC annually and reflect.

- **Action:** add to the September meeting agenda Friday night training on UNDRIP and TRC.

Announcement - The BCIA Registrar, Ryan O'Grady, PAg, PEng, shared that he had been elected to the First Credit Union (FCU) Board of Directors, effective May 9, 2024. Ryan has been a member of FCU for 7 years and looks forward to supporting the organization as a Board member. Guy Chartier, BCIA Lay Board Member, is the FCU Board Chair. This was being shared in the interest of full transparency, though there is no conflict. Ryan confirmed with the BCIA Interim CEO in late 2023 that there would be no conflict, before applying for the role. The BCIA Board congratulated Ryan.

15. In camera

- **Motion** to go in camera at 3:11 pm. **Carried.** **Interim CEO and Registrar left in camera meeting at 4:15pm**
- **Motion** to return back to the meeting at 4:47 pm
- **Motion** to adjourn meeting at 4:47 pm. **Carried**