



## Public Board Organizational Meeting Minutes

Wednesday February 12, 2020

6:30 – 7:00 p.m.

FFCA North Middle School

211 McKnight Blvd. NE

Calgary, AB

### Attendees:

**Board & Administration:** Chair Jeff Wilson, Vice-Chair Faruq Suleman, Director Sumara Diaz, Director Jenny Hill, Director Naren Makwana, Director Jehn Scantlebury, Director Randall Spahl, Inductee Director Sam Jin, Superintendent Roger Nippard, Deputy Superintendent Kurtis Leinweber, Secretary Treasurer Reta Morgan, Coordinator of Instruction Joan Burke, Director of Technology Jeff Cullen, Executive Assistant Meredith Poole

**Presenter:** Steven Payne

**Gallery:** John Deines, Josh Symonds, Jodie DeVries, Erin Payne, Lee Ann Triska, Andrew Chu, Cindy McGlashan-Beaucage, Rob Zagorsky, Danny Williamson, Cliff Sanderson, Janet Sanderson, Meng Wei, Dan Dan Seth, Rachel Li, Ying Bo Liu

### 6:30 p.m. CALL TO ORDER

1. Oath of Office: For Director Sam Jin, conducted by Constable Steven Payne, CPS.
2. Housekeeping – Confirmed that all required paperwork for Sam Jin has been submitted.
  - 2.1 Advice to Payroll
  - 2.2 Acceptable Internet Usage
  - 2.3 Confidentiality Agreement
  - 2.4 Disclosure of Personal Interests
  - 2.5 Declaration of Key Management Personnel - Financial Reporting
  - 2.6 Criminal Record Check
  - 2.7 Intervention Record Check
3. Election of Board Officers
  - 3.1 Chair: Director Wilson nominated by Director Hill. Accepted. No further nominations received. Director Wilson acclaimed to the position of Board Chair.
  - 3.2 Vice-Chair: Director Hill nominated by Vice-Chair Suleman. Accepted. No further nominations received. Director Hill acclaimed to the position of Board Vice-Chair.
  - 3.3 Treasurer: Director Makwana nominated by Vice-Chair Hill. Accepted. No further nominations received. Director Makwana acclaimed to the position of Board Treasurer.
    - 3.3.1 **20/02/12–10M**  
MOVED by Director Makwana and seconded by Director Suleman that the duties of Treasurer be delegated to the Secretary-Treasurer (FFCA). CARRIED.
  - 3.4 Secretary: Director Spahl nominated by Director Suleman. Accepted. No further nominations received. Director Spahl acclaimed to the position of Board Secretary.

### **3.4.1 20/02/12–2OM**

MOVED by Director Spahl and seconded by Director Diaz that the duties of Secretary be delegated to the Executive Assistant to the Superintendent (FFCA), but specific duties may be recalled or re-delegated at the Secretary's discretion upon notification to the Superintendent. CARRIED.

4. Appointment to Board Committees/Committee Chair Selection
  - 4.1 Executive Committee: Chair Wilson, Vice-Chair Hill, Superintendent Nippard, Deputy Superintendent Leinweber
  - 4.2 Policy and Performance Review (PPR) Committee: Director Bharmal (Chair), Vice-Chair Hill, Director Diaz, Director Makwana
  - 4.3 Communications and Community Relations Committee (CCR) : Director Scantlebury (Chair), Director Suleman, Director Spahl, Director Jin
  - 4.4 Audit Committee: Director Makwana (Chair), Director Diaz, Community Reps Amanda Fisher, Taylor Duffy and Bruce Hibbard
  - 4.5 TAAPCS Committee: Director Suleman
5. Review of Banking Arrangements: Servus Credit Union
6. Review of Audit Arrangements: RSM Canada, Alberta Branch (formerly Collins Barrow)
7. Review of Director Handbook – Review pending.
8. Work Plan – PPR will address at next CoW meeting.

**ADJOURNMENT:** 6:49 p.m.

**NEXT PUBLIC MEETING:** April 15, 2020