

February 21, 2014, Holiday Inn, St. John's, NL

Attending: Cheryl Stagg, Roy Hutchings, Donna Stone, Jagard Strong, Charles Penwell, Troy Mitchell, Wade Pinhorn, Kristie LePatourel, Bonnie Lane-McCarthy

Attending via conference telephone: Yordest Andrews, Leona Webb and Recorder, Edith Hunt

Regrets: Stacy Ryan, Beverly Scott, Gilbert Bennett, Terry Parsons

Minutes

AGM 02-14-01 Call to Order	Cheryl Stagg, Board Chair called the meeting to order at 11:10 a.m.	
AGM 02-14-02 Review of Agenda	<p>The Board Chair informed the Board that two items will be included on the agenda.</p> <ol style="list-style-type: none"> 1. Joint OverSight Committee Report 2. Presentation by Dr. Ken McLeod <p><i>Motion put forth and seconded</i> that the agenda be amended as stated and accepted.</p>	Motion Carried
AGM 02-14-03 Chair's Report	Board Chair welcomed and thanked everyone for attending the AGM as we highlight the College of the North Atlantic achievements and continue to strive to meet the needs of our students.	
AGM 02-14-04 President's Report	<p>President, Ann Marie Vaughan gave a brief overview of the College's year.</p> <ul style="list-style-type: none"> • Eight percent enrollment increase • Twenty percent waitlist reduction • New technology and method of delivering Apprenticeship training. The delivery method promotes flexibility in student training and enables employers to keep their employees on the work site. The program is the recipient of two international awards. • Multiple awards and credentials received by CNA's students and instructors, including international awards. • New College imagines that strives to meet today's advertising needs. 	
AGM 02-14-05 Committee Reports JOB Committee	Troy Mitchell, Chair of the Joint Oversight Committee gave a brief introduction to the State of Qatar owned Campus where College of the North Atlantic has an agreement to operate and provide programming. Mr. Mitchell was joined by Dr. Ken McLeod, President, responsible for the day to day operations of CNAQ Campus in Qatar.	

	<p>Dr. McLeod presentation included:</p> <ul style="list-style-type: none"> • Industry involvement and the sponsorship of students • Student enrollment and life on campus • Quality of school and recreational facilities • Largest Canadian contingency of employees working and living in one specific international country. • Exchange students • Impact of CNAQ events integrating with students, their families and the Community at large. 	
Audit Committee	<p>Roy Hutchings, a member of the Audit Committee advised that the Committee has been advised on and have reviewed internal audit reports on, gas cylinders, pay scales, harassment policy, Qatar obligations, collections department revenue, E-signatures, certificates. Internal Campus audits were conducted at Burin, Placentia, Carbonear and the Prince Philip Drive Day Care.</p> <p>Motion put forth and seconded that the Audit report be accepted.</p>	Motion Carried
AGM 02-14-06 Presentation of Audited Financial Statements	<p>John O'Brien, representing the chartered accounting firm of Grant Thornton presented the audited financial statements for the year ended March 31, 2013. The financial statements have adopted the Public Accounting Standards and in the opinion of the Auditors' the statements represent a clean opinion of the College's fiscal standing as of March 31, 2013.</p> <p><i>Motion put forth and seconded that the financial statements for the year ended March 31, 2013 be accepted as presented.</i></p>	Motion Carried
AGM 02-14-07 Governance Committee	<p>Donna Stone, Chair of the Governance Committee advised that the Committee has :</p> <ul style="list-style-type: none"> • reviewed a complaint submitted to the Board • is in the midst of reviewing the Board Policies and the College Act • will be drafting a three year work plan for the Committee <p><i>Motion put forth and seconded that the Governance Report be accepted.</i></p>	Motion Carried
AGM 02-14-08 Other Business	<p>The Board Chair invited members of the audience to address the Board. Commentaries were received on</p> <ul style="list-style-type: none"> • CNA's mandate should include "<i>in demand worldwide</i>". • More formal linkages with industry at home and afar. • More student exchanges especially with CNAQ students. • Opportunity for students to engage provincially and internationally with one another. • CNA recognized for the high level of program training whether it is in Newfoundland or in a foreign land. 	

	<ul style="list-style-type: none">• Continue to strive to improve and maintain the programs and the way they are delivered, keep hearing us (students)• Communications open between stakeholders and government.• Success stories shared from former graduates.	
AGM 02-14-09 Next Meeting	To be announced.	
AGM 02-14-10 Adjourn	Motion put forth to adjourn the meeting at 12:30 p.m.	Motion Carried