

**The New Brunswick Community College Foundation Inc.  
MINUTES**

**February 17, 2017  
Conference call**

**Present:** Jim Jordan (chair), Rachel Arseneau-Ferguson, Rayburn Doucett, Guy Laviolette, Paul-Émile Légère, Marilyn Luscombe, Dan Fraser (Administrator)

**Regrets:** Marc Braithwaite, John Harvie, Theolyn Martin, Tany Ndopedro, Liane Roy

**Documents distributed:**

a) n/a

1. **Minutes of September 2016** – moved, seconded, and approved (unanimous) as presented, with one change at item 8.a – amounts to be combined into totals, and company names removed.
2. **Agenda** – adopted as circulated via e-mail on January 30, with two additions: #6-Quantity of applications, and #7-Programs not starting in September. Moved, seconded, and approved (unanimous).
3. **Award ceremonies** – A roundtable discussion indicates the ceremonies held thus far have been very well organized. Despite schedule changes caused by the weather, members have attended as many of the ceremonies as possible, and will continue to try to do so for the remainder.
4. **Administrator's report:**
  - a) **Investment performance** – the news was once again positive, with an increase to the invested amounts of a net \$130K from the last report to January 31. In addition, three large deposits totaling \$817K have been received from previously-identified donors/sources. This brings our grand total capital to \$9.17M.
  - b) **Meeting with Conseil des Gouverneurs du CCNB** – Jim and Dan reported that the November meeting with the Conseil was very positive, and went quite well. Members of the Conseil seemed to be very appreciative of the Foundation's efforts. This was a good Q&A opportunity, where we were able to answer questions, clarify roles, and give a good history of what has been

accomplished. The Conseil wished us continued success. A similar meeting is planned with NBCC's Board of Governors at their AGM in June.

5. **Next meeting dates** – the suggested dates were and locations were amended as follows:

<b>May 19, 2017</b>	<b>10:00 am</b>	<b>in-person, at CCNB-Bathurst</b>
<b>September 29, 2017</b>	<b>10:00 am</b>	<b>conference call</b>
<b>February 23, 2018</b>	<b>10:00 am</b>	<b>conference call</b>

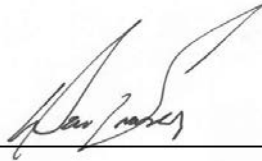
6. **Quantity of applications** – two potential issues have arisen in relation to this topic: promotion of the awards, and lack of take-up by the students (i.e. not applying). Marilyn suggested that a working group be struck between the institutions and the Foundation in order to better examine the issues and possible courses of action. Marilyn and Dan will follow up.

7. **Programs not starting in September** – as some students of such programs may finish by the end of December, and therefore no longer be in school in the January-February term, they may fall through the cracks of our procedures and not be eligible for our awards. This may become even more of an issue, if the non-standard program start dates are increased, which is a stated objective of the Colleges. Dan will pursue the subject further with the institutions. An amendment to the Operational Rules document may be required.

8. **Next meeting:** May 19, 2017 10:00 in-person, at CCNB-Bathurst

9. **Meeting adjournment** - the meeting ended at 11:20 am.

Minutes written by:



Dan Fraser, Administrator

Minutes approved by:



Jim Jordan, Chair