

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

**June 7, 2019
1:30 PM, NBCCD Fredericton
AGM**

Present: Guy Laviolette (Chair), John Harvie, Jean Allain, Tany Ndopedro, Marilyn Luscombe, Paul-Emile Légère, Mary Butler, Jim Jordan (Executive Director), Berthe Arseneault (Manager, Administration and Awards)

Regrets: Brice Belyea, Theolyn Martin, Marc Braithwaite, Roger Doucet

Documents distributed:

- a) Jean Allain Bio;
- b) Murray Cruickshank & Rayan Environmental Information;
- c) Foundation By-laws;
- d) Financial Statement;
- e) Annual Report;
- f) IMC Report;
- g) Investment Policy;
- h) 2019-2020 Disbursement Recommendation.

1. **Agenda** - Adopted as circulated via e-mail on May 29, 2019. Moved, seconded, and approved (unanimous).
2. **Mary Butler** - Welcome.
3. **Vice Chair** – Jean Allain approved, no other nominations.
4. **New Board Recruitment** – NBCC, Murray Cruickshank appointed to the Board for a four-year mandate. Moved, seconded, and approved (unanimous). Marilyn Luscombe noted that attempts should be made for the next appointee to be a female candidate in order to create more gender balance on the Board.
5. **Board Member Expiry** – Next Board member for mandate expiry is NBCC (Theolyn Martin) recent alumni, September 2019. Mary Butler to investigate a replacement.

6. **By-Law Review** – Part 14 #60, to be amended to, subject to a review of the Charities Act by Jim Jordan: The Board shall establish the Bylaws of the Foundation and changes to the Bylaws by resolution of the Board at an AGM or special meeting called for that purpose and notice of such shall be given to the Board 30 days prior. Moved, seconded, and approved (unanimous).
7. **Financial Statement** - Moved, seconded, and approved (unanimous).
Marilyn Luscombe proposed that the Foundation investigate utilizing the auditor assessment tool that NBCC uses, Jim Jordan to contact Lisa Taylor.
8. **IMC Report** – Report presented.
9. **Investment Policy Review** - No changes for 2019-2020. Moved, seconded, and approved (unanimous).
10. **2019-2020 Disbursement** – Maximum disbursement recommendation was made, \$675,932. Moved, seconded, and approved (unanimous).
11. **Recognition To Marilyn Luscombe** – Guy Laviolette paid tribute to Marilyn Luscombe on her retirement and to her outstanding contribution towards the Foundation and all NBCC students.
12. **Meeting Adjournment** – Meeting adjourned at 2:45 PM.
13. **Next AGM meeting** - May 29, 2020.

Minutes written by:



Jim Jordan, Executive Director

Minutes approved by:



Guy Laviolette, Chair