

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

**October 30, 2020
10:00 AM, Video Conference
OPM**

Present: Guy Laviolette (Chair), Jean Allain (Vice Chair), John Harvie, Brice Belyea, Pierre Zundel, Paul-Emile Légère, Carrie Nolan, Noémy Morneau, Jim Jordan (Executive Director), Berthe Arseneault (Manager, Bursaries), Valérie Roy (Administrator)

Regrets: Mary Butler, Murray Cruickshank

Documents distributed:

- a) June 23, 2020 Minutes
- b) COVID Program Summary
- c) Operational Rules for Bursaries
- d) Investment Summary Report

1. **Agenda** - Adopted as circulated via e-mail on October 14, 2020. Moved, seconded, and approved (unanimous).
2. **New Board Members** – Carrie Nolan (NBCCD) and Noémy Morneau (CCNB) were welcomed and introduced.
3. **June 23, 2020 Minutes** – Moved, seconded, and approved (unanimous).
4. **Operational Rules for Bursaries** – Reviewed, updates to be completed by Executive Director and emailed back to Board Members.
5. **COVID Program** – Final Summary Report reviewed.
6. **Colleges Enrollment Update** – Heads of each college provided an update.
7. **Bursary Applications to Date** – Berthe Arseneault published that 1581 applications had been received to date.
8. **Investment Summary Report** – Reviewed, earnings are recovering from COVID market decline of March 2020.
9. **Further Disbursement in 2020/21** – Will look at in February 2021 to see how the year has progressed in relation to COVID 19 developments.
10. **Administrator Position** – Valerie Roy was welcomed and introduced to the Board; her training began October 19, 2020.
11. **Office Move to CCNB Lakeburn** – Move planned for first week of December.

12. Berthe Arseneault Retirement – Berthe has announced that her last day is December 7, 2020. The Chairman and all Board Members saluted Berthe with great recognition for all her dedication and help in the establishment and running of the Foundation since its inception in 2006. The Board wished for Berthe an outstanding and rewarding retirement.

13. Next Meeting Dates – Tentative future dates: February 12, 2021, June 11, 2021, September 24, 2021. Executive Director to survey Board Members prior to confirm exact dates.

14. Meeting Adjournment – Meeting adjourned at 11:10 AM.

Minutes written by:



Jim Jordan, Executive Director

Minutes approved by:



Guy Laviolette, Chair