

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

**November 4, 2022
10 AM, NBCC Miramichi**

*** This is the postponed, September 23, 2022, Meeting (Storm Fiona)***

**Annual General Meeting (AGM)
-June AGM continued-**

Present: Guy Laviolette (Chair), Paul-Émile Légère, Tom Meadus (Mary Butler Sub), Cyrille Simard (Pierre Sub), Noémy Morneau, Linda Brownrigg, Derek Burchill, Valérie Roy (Executive Director), Claudette Gallant (Program Associate)

Regrets: Jean Allain (Vice Chair), Brice Belyea, Carrie Nolan, Lexi Keast

Documents Distributed:

(e-mailed 2022-10-25 / printed copies at the meeting)

- a) Revised Agenda October 25, 2022, AGM
- b) Financial Statement Draft
- c) Auditor Solicitation Report
- d) Quote from Bourque Richard Boutot
- e) Quote from Teed Saunders and Doyle
- f) Quote from APA LLP
- g) By-Laws Revision

Official Meeting began at 10:10 AM

1. **Agenda** - Adopted as circulated via e-mail on October 25, 2022. Moved by Derek, seconded, and approved (unanimous).
2. **Financial Statement – March 31, 2022** – Adopted by electronic vote as circulated via e-mail on September 23, 2022. Moved by Cyrille on September 23, 2022, seconded, and approved (unanimous).
3. **Chair Election** – Motion to create a nomination committee composed of one represented of each college and the executive director (Tom, Cyrille, Carrie and Valérie). The mandate is to educate the members on the tasks of chairman of the board and prepare for an election at next AGM in September. Moved by Paul-Emile, seconded, and approved (unanimous).
4. **Signature Officer** – Motion to approve Paul-Émile Légère as signing officer for the Foundation. Moved by Derek, seconded, and approved (unanimous).
5. **New Auditor CPA Accountant for 2022-2023** – Motion to adopt Bourque Richard Boutot as next years accountant with the adoption of a new financial program and the suggested revision of the by-laws pertaining to the AGM. Moved by Cyrille, seconded, and approved (unanimous).

6. **Review of Governance (By-laws)** – The previous notice of Motion to change Part 6 Item 1 of the by-laws and Schedule “A” as suggested was moved by Cyrille, seconded and approved (unanimous).
7. **Revision of the Foundation’s Governance** - The creation of a committee to revise and review the Foundation’s Governance was acknowledged and will be reviewed and pursued by e-mail communication after the meeting.
8. **AGM Meeting Adjournment** – Meeting adjourned at 10:54 AM.

Minutes written by:



Valérie Roy, Executive Director

Minutes approved by:



Cyrille Simard, Trustee