



Wednesday, October 22, 1997
C709 Boardroom - RRCC - 7:00 p.m.

MINUTES
(B:97/15)

In Attendance:

- Governors:** R. Bullock, Chair
L. McGinnis, Vice-Chair
B. Bachalo
M. Crowley
D. Falcetta
L. Foster
M. Mayer
G. Tsouras
T. Whiteman
A. Wiebe
- Regrets:** C. Bear
D. Plett
- President:** J. Thachuk, Chief Executive Officer
- Treasurer:** C. Rushton, Director, Financial Services
- Secretary:** J. Tribula
- Guests:** K. Webb, Vice-President Academic
P. McGeachie, Executive Dean, Developmental & Continuing Education
B. Garbutt, Campaign (Until Item 10)
M.J. Loustel, Internal Auditor
R. Barnes, Director of Facilities (Until Item 10)
B. Lechow, Chair, College Council (Until Item 10)
K. Holland, Chair, College Development Council (Until Item 10)
R. Popel, C.A., Doane Raymond (Until Item 4.2)
R. Hamlin, C.A., Doane Raymond (Until Item 4.2)

Call to Order

With attendance constituting a quorum, the Chair called the meeting to order at 7:00 p.m.

1. CHAIR'S REMARKS

The Chair advised that he has been appointed as a member of the City's Quality of Life Planning Workshop and invited comments or input from Board members on this topic.

Minutes - Board of Governors

October 22, 1997

Page 2

2. ACCEPTANCE OF AGENDA

The Agenda was accepted as distributed.

3. GUESTS

3.1 1996/97 Audited Financial Report and Supplementary Financial Information

*Guests: Rick Popel, C.A., Doane Raymond
Roland Hamlin, C.A., Doane Raymond*

The auditors presented the 1996/97 audited financial report and supplementary financial information.

4. NEW BUSINESS

4.1 Audit Committee Report

The October 16, 1997 Audit Committee Minutes, and a revised unaudited Schedule No. 1 were distributed to the Board.

4.1.1 1996/97 Annual Financial Report

MOTION B:97/15/1: L. McGinnis/G. Tsouras

THAT the Board of Governors approve the 1996/97 Annual Financial Report, and the report of the Audit Committee.

Carried

4.1.2 Management Letter and Response

Both the Audit Committee Chair, Mr. McGinnis, and Mr. Popel from Doane Raymond, commented on the significant improvement of the College's financial controls and procedures over the past few years.

4.2 Sponsorship of the 1998 RRCC Golf Tournament

MOTION B:97/15/2: T. Whiteman/G. Tsouras

THAT the Board of Governors approve a \$300 sponsorship of the 1998 RRCC Golf Classic.

Carried

Minutes - Board of Governors

October 22, 1997

Page 3

5. ADOPTION OF MINUTES

Moved by L. McGinnis/A. Wiebe that the Minutes of the Board of Governors meeting held on September 24, 1997 be adopted.

Carried

Moved by L. McGinnis/L. Foster that the Minutes of the Board of Governors Special Meeting held on October 8, 1997 be adopted.

Carried

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.1 Consideration of Holding a Board of Governors' Annual General Meeting

MOTION B:97/15/3: L. Foster/G. Tsouras

THAT the Board of Governors host an annual general meeting to interface with the external community.

Carried

The actual title, agenda and date of the event will be discussed in the future.

7. PRESIDENT'S REPORT

Mr. Paul McGeachie provided an update on the Whiteshell initiative and distributed a letter from David Griller of SECOR addressed to the members of the Steering Committee assisting RRCC in developing the business plan. As previously reported, the focus of the original intent of having a RRCC campus at Whiteshell, has been shifted to possibly providing industrial training.

The Board requested that the College proceed with developing the business plan within the remaining allocated funds for the project.

8. COLLEGE COUNCIL

Guest: Bob Lechow, Chair, College Council

The report of the College Council meeting of October 14, 1997 was presented to the Board.

Minutes - Board of Governors

October 22, 1997

Page 4

9. COLLEGE DEVELOPMENT COUNCIL

9.1 Activities of CDC

Guest: Ken Holland, Chair, CDC

Mr. Holland provided an overview of the current activities of the CDC and the three ad hoc committees.

9.1.1 CDC Vision, Mission and Objectives

MOTION B:97/15/4: T. Whiteman/D. Falcetta

THAT the Board of Governors approve the CDC Vision, Mission and Objectives.

Carried

9.1.2 Update on Building "A" Project

Guest: Ron Barnes, Director of Facilities

Mr. Barnes provided a summary of the Building "A" project and the schedule for construction.

9.1.3 Capital Campaign Report

Guest: Barry Garbutt, Campaign Director

A cash flow analysis was reviewed by the Board and Dr. Garbutt provided an update on the capital campaign.

Mr. Holland encouraged Board members to become as involved as possible in the campaign.

MOTION B:97/15/5: T. Whiteman/D. Falcetta

BE IT RESOLVED that the Board of Governors approve the expenditure of up to \$4 Million for the Building A renovation project which includes construction, design, equipment and costs of fund raising.

BE IT FURTHER RESOLVED that RRCC will endeavour to cover the costs of this project by fund raising. In the event that the timing of the expenditures related to the project does not coincide with the receipts from the capital campaign, short-term borrowing may be required.

Carried (One abstention)

Minutes - Board of Governors

October 22, 1997

Page 5

The President will forward a letter to Manitoba Government Services confirming the decision of the Board. The Board also discussed the necessity of developing an ongoing process and infrastructure for future fund raising campaigns.

10. ACADEMIC/PLANNING COMMITTEE

Mrs. Whiteman provided the report of the October 22, 1997 Academic/Planning Committee meeting.

10.1 Board Strategic Planning Session

The Board reviewed and approved the Board Strategic Planning Session agenda for October 31, 1997 at the Radisson Hotel.

11. ADMINISTRATIVE AFFAIRS COMMITTEE

Mr. Tsouras provided the report of the October 22, 1997 Administrative Affairs Committee meeting.

11.1 Monthly Financial Report

MOTION B:97/15/6: G. Tsouras/L. McGinnis

THAT the Board of Governors accept the monthly financial report for the three months ended September 30, 1997.

Carried

11.2 College Reserve Fund Policy

MOTION B:97/15/7: G. Tsouras/L. McGinnis

THAT the Board of Governors amend Policy 2.2, *Finance*, to include the principle that the College is required to maintain an operating reserve fund of between \$500,000 and \$800,000, and that draws from the reserve are subject to Board approval.

AND THAT the Board of Governors allocate \$800,000 initially as the appropriate level of operating reserve.

Carried (One abstention and one opposed)

Minutes - Board of Governors

October 22, 1997

Page 6

12. EXECUTIVE COMMITTEE

MOTION B:97/15/8: T. Whiteman/G. Tsouras

THAT the Board of Governors accept the October 8, 1997 Executive Committee report.

Carried

13. CORRESPONDENCE

The Board reviewed the following correspondence:

Sent by the Board:

13.1 Mr. Terry Wright, Condolences – *September 18, 1997*

Received by Board:

13.2 Richard Dawson – Horizontal Machining Centre - *September 15, 1997*

13.3 Richard Dawson – Digital Equipment Alpha Computers - *September 15, 1997*

13.4 Richard Dawson – Approval of 1997/98 Budget – *September 18, 1997*

13.5 Helen Hayles – Thank you note – *September 26, 1997*

13.6 Norman Ricard – Survey, Year 2000 – *October 2, 1997*

14. INFORMATION ITEMS

14.1 Cold Beverage Agreement

The President advised that RRCC and the Students' Association have reached an agreement with Coca-Cola Bottling Ltd. to become the College's exclusive cold beverage provider. A briefing of the agreement will be provided at the next Board meeting for information.

15. NEXT BOARD OF GOVERNORS' MEETING - NOVEMBER 26, 1997

Minutes - Board of Governors

October 22, 1997

Page 7

16. OTHER BUSINESS

16.1 RRCC Budget Presentation to the Council on Post-Secondary Education

Mr. McGinnis commented on the excellent presentation by RRCC staff at the recent budget briefing to the Council on Post-Secondary Education. The presenters were Jacqie Thachuk, President, Ken Webb, Vice-President Academic, Cathy Rushton, Chief Financial Officer, and Paul McGeachie, Executive Dean, Developmental and Continuing Education.

The meeting adjourned at 10:15 p.m.

Ralph Bullock, Chair

Jennifer Tribula, Secretary