



BOARD OF GOVERNORS

REGULAR MEETING

MINUTES B 25/10

Date	Monday, June 23, 2025 @ 5:00 pm
Location:	Notre Dame Campus
Members present:	Lloyd Schreyer, Chair Phyllis Reid-Jarvis, Vice-Chair Jacob Ahiaebe, David Alao, Lea Clarke, Jeff Doneza, Kristen Hudym, Marilyn Kenny, Gbolahan Oduntan (Virtual), Jasmine Lucero, Vassan Aruljothi (Virtual) Fred Meier, President and CEO
Regrets:	Stephen Ducharme, Kevin Gill
Staff:	Jamie Wilson, Vice-President, Indigenous Strategy, Research, & Business Development Giselle Martel, Vice-President, Finance & Administration Aileen Najduch, Acting Vice-President, Academic Melanie Gudmundson, Chief Human Resource Officer David Petis, Executive Director, Advancement Conor Lloyd, Director, College & Public Relations Adam Gerhard, Chief Information Officer Neil Fogg, Manager, ITS Information and Compliance Kyla Gibson, Comptroller Dorothy Forbes, Director, Finance Tiffany Jones, Governance Advisor, Sr. Strategic Advisor
Guests:	Shannon Magnusson, KPMG
Recording Secretary:	Tiffany Jones, Governance Advisor, Sr. Strategic Advisor

1.0 Convene the Meeting

1.1 Welcome and Land Acknowledgement

Lloyd Schreyer, Chair of the Board of Governors, welcomed everyone to the meeting.

Lloyd began the meeting with a land acknowledgment.

1.2 Call to order, recognition of quorum

With attendance constituting a quorum, Lloyd Schreyer called the meeting to order at 5:03 pm.

1.3 Declaration of conflict of interest

Lloyd asked if any members wish to declare conflicts to any of the agenda items at today's meeting.

No conflicts were declared.

1.4 Agenda dated June 23, 2025

Motion B 25/10/01

Moved by Marilyn Kenny, **Seconded** by Kristen Hudym,
THAT the regular meeting agenda dated June 23, 2025, be approved.

The motion was **CARRIED**.

*5:04 pm
Conor Lloyd is now in attendance.*

CLOSED SESSION

2.0 Closed Session Reports

2.1 Monthly Communications and Government Relations Report

The information report was presented by Conor Lloyd, Director, College and Public Relations, and was received by the Board.

Discussion ensued.

Lloyd Schreyer, Chair of the RRC Polytech Board of Governors, after having attended several of the spring convocations, extended appreciation to the events team:

I want to extend my sincere thanks and congratulations to everyone involved in organizing this year's convocation ceremonies. I attended most of the events. With so many moving parts across multiple events, your attention to detail, thoughtful planning, and behind-the-scenes coordination made each celebration seamless and memorable. It was especially moving to watch our students cross the stage, each one a powerful reminder of the impact of the work we all do.

*5:13 pm
Jacob Ahiaegebe is now in attendance.
Conor Lloyd is no longer in attendance.*

2.2 Cybersecurity Quarterly Report

The information report was presented by Adam Gerhard, Chief Information Officer, and was received by the Board.

The Board reviewed staff training requirements, compliance data, data methodologies, and ongoing training strategies.

*5:20 pm
Adam Gerhard and Neil Fogg are no longer in attendance.
Vassan Aruljothi is now in attendance.*

2.3 Strategic Plan KPIs: 2025 Winter Term Report

The information report was presented by Tiffany Jones, Sr. Strategic Advisor, and was received by the Board.

The Board discussed student retention and demographics.

The Board considered insights on Indigenous employment and initiatives, contributing to

broader equity and inclusion discussions.

The Board also considered the methodology proposed by the Public Service Alliance of Canada to restructure representation into six distinct Equity-Diverse Groups (EDGs), moving away from a single racialized persons category.

The Board expressed appreciation for the Advancement team's achievements, with applause noted.

No further discussion ensued.

5:51 pm

Shannon Magnusson, KPMG, is now in attendance.

3.0 New Business

3.1 DRAFT Finance & Audit Committee meeting minutes, June

Phyllis Reid-Jarvis, Vice-Chair of the Board, and Chair of the Finance & Audit Committee, provided a brief summary of the June Committee meeting for information.

5:53 pm

Kyla Gibson, and Dorothy Forbes are now in attendance.

3.2 FY 2024/25 Audit Findings Report, meeting with external auditors

The information report was presented by Shannon Magnusson, Lead Audit Engagement Partner with KPMG, and was received by the Board.

Shannon Magnusson, provided an overview of the Audited Financial Statements, Schedule of Compensation, and Audit Report, praising management for timeliness of responses during the audit process.

6:07 pm

3.3 FY 2024/25 Audited Financial Statements

Giselle Martel, Vice President of Finance and Administration, welcomed further questions.

Motion B 25/10/02

Moved by Jacob Ahiaegbe, **Seconded** by David Alao,
THAT the Board of Governors approve the audited Financial Statements of RRC Polytech for the year ended March 31, 2025.

The motion was **CARRIED**.

6:08 pm

3.4 FY 2024/25 Compensation Disclosure Report

Giselle Martel, Vice President of Finance and Administration, welcomed further questions.

Motion B 25/10/03

Moved by Kristen Hudym, **Seconded** by Jacob Ahiaegbe,

THAT the Board of Governors approve the audited Schedule of Compensation of RRC Polytech for the year ended December 31, 2024.

The motion was **CARRIED**.

6:09 pm

Shannon Magnusson is no longer in attendance.

3.5 The Public Interest Disclosure Act

The information report was presented by Giselle Martel, Vice-President of Finance and Administration, and was received by the Board.

The Board reviewed the act, processes and policies related to the act.

Motion B 25/10/04

Moved by Jeff Doneza, **Seconded** by Kristen Hudym,
THAT the Board of Governors approve the Public Interest Disclosure (Whistleblower Protection) Act (PIDA) annual report for the year ended March 31, 2025.

The motion was **CARRIED**.

6:13 pm

3.6 Contracts over 500k

The information was presented by Kyla Gibson, Comptroller, and was received by the Board.

Motion B 25/10/05

Moved by Marilyn Kenny, **Seconded** by David Alao,
THAT the Board of Governors authorize the signing of all individual contracts with a value over \$500.0.

The motion was **CARRIED**.

6:15 pm

Kyla Gibson and Dorothy Forbes are no longer in attendance.

3.7 Investment Committee meeting minutes, March 2025

Jeff Doneza, Chair of the Investment Committee, provided a summary of the March Committee meeting for information.

6:18 pm

OPEN SESSION

4.0 Open Session Reports

4.1 Board of Governors meeting minutes dated May 26, 2025

The Board of Governors meeting minutes were presented by Lloyd Schreyer, Chair of the Board of Governors, and received by the Board.

Motion B 25/10/06

Moved by Kristen Hudym, **Seconded** by David Alao,
THAT the meeting minutes dated May 26, 2025, be approved as recorded.

The motion was **CARRIED**.

6:19 pm

4.2 President & CEO's Report

Fred Meier, President & CEO, shared institutional updates highlighting spring convocation, and strong internal engagement through the Red Forum. Fred noted community support efforts during wildfire evacuations, including shelter operations and collaboration with the Student Association.

The institution's participation in the Pride Parade and Skills Canada competition was commended, along with new bursary funding for Work-Integrated Learning. The Board recognized these efforts.

The Board received information regarding institutional resources and planning.

6:29 pm

4.3 Students Association Presidents Report

Jasmine Lucero, Student Representative Board Member and President of the Student Association, provided an update on recent activities including onboarding of new Student Association Executive members, inclusion of the Students Association at events such as Red Forum and spring convocations, collaboration on supporting evacuees through access to student spaces, including "The Cave" for movie viewing and the games room for recreational use, and updated the board on discussions on potential Indigenous-focused events, aiming to increase engagement from Indigenous students.

Phyllis emphasized the importance of collaboration and direct outreach to enhance representation and cascade engagement across the student body.

Lloyd Schreyer commended the Student Association for their proactive efforts and leadership.

6:33 pm

4.4 Employee Representative Board Member's Report

Vassan Aruljothi, Employee Representative Board Member, provided an update on the completed election and transition process, as his two-year term concludes.

Lloyd Schreyer extended appreciation to Vassan for his dedicated service and contributions to the Board over the past two years.

6:35 pm

5.0 Other Business

5.1 Next Meeting, September 22, 2025 (In-person, Notre Dame Campus)

No further business was tabled.

6:35 pm

Jamie Wilson, David Petis, Aileen Najduch, Giselle Martel, and Melanie Gudmundson are no longer in attendance.

IN CAMERA SESSION

6.0 In Camera (Staff present: Fred Meier and Tiffany Jones)

The Board entered an in-camera session.

6:40 pm

7.0 Closing

7.1 Adjournment

Lloyd Schreyer thanked the Board members for their participation.

Motion B 25/10/07

Moved by Kristen Hudym, **Seconded** by Jacob Ahiaegbe,
THAT the Board of Governors meeting be adjourned.

The motion was **CARRIED**.

The meeting was adjourned at 6:59 pm.

This section is completed after the Board of Governors approves the recorded meeting minutes at the next Board meeting.

Recommendation to approve the meeting minutes.

Moved by Lea Clarke, Seconded by Kristen Hudym,
THAT the Board of Governors approves the June 23, 2025, meeting minutes as recorded.

SIGNED

Lloyd Schreyer, Chair, Board of Governors
Approval Date: September 22, 2025

SIGNED

Tiffany Jones, Board Secretary