



Calgary Academy Society  
Regular Meeting of the Board of Directors  
June 20, 2016

**In Attendance:**

**Directors:** Todd Hirsch; Ken McNeill; Mary Anne Desmeules; Linda Fox-Mellway; Neil Tichkowsky; Katherine Taylor; Al Wahlstrom; Rob Roach

**Administration:** Josh Van Beers; Dale Erickson; Janice Nigh; Michelle Lucas Stonehouse, Jan Jordan

**Regrets:** Carolyn Ferraby; Paul Knapp

**1. Call to Order:** 6:06 pm

**2. Approval of Agenda**

Todd Hirsch approved the Consideration of Consent of Agenda with two additions: 11. Board PD opportunity and 12. New Board Director

**3. Approval of May 17, 2016 minutes of Regular Meetings of the Board of Directors** as presented

**4. Approval of the 2016/17 Spring Budget and Budget Report** – The finance committee met and reviewed the budget process in detail.

**Motion 2016-06-20-01** – To approve the 2016/17 Budget as presented

**Moved:** Ken

**Seconded:** Katherine

**Passed**

**5. Organizational Structure** - The new organizational structure was posted to Board documents to be reviewed. Dale shared the process and highlighted the changes and leadership roles.

**Motion 2016-06-20-02** – To accept the Organizational Structure as presented

**Moved:** Rob

**Passed**

**6. Bank Line of Credit** – Dale and Jan have had two meetings with Scotiabank in regards to securing overdraft protection with the Youth Campus modernization. Alberta Infrastructure has assured that there will not be a holdback of funding but CAA needs this protection should there be any complications. There will be a final 10% holdback at the end of the project

until all inspections have been done. A final meeting with Scotiabank on Friday will determine whether CAA will look at seeking a new bank for the business.

7. **Letter to Stampede** – no longer required as CAA will directly request funding from Alberta Infrastructure and pay the contractor directly on approved invoices. There was discussion as to the impact on the finance department. This will be reviewed in September when a payment cycle has occurred.
8. **Youth Campus Update** – Report on file - Ground breaking ceremony– still waiting on the government to decide on a date. Construction is ahead of schedule. Trans Alta Performing Arts Studios held their ground breaking ceremony without Government officials in attendance. CAA may need to do the same.
9. **Committee Reports**
  - **Government/Stampede** – Linda – it will be important to meet with MLA's and invite them to visit the school in September and also the Minister.
  - **CAAS Foundation and Community**– Mary Anne no report.
  - **Legal** - Jan and Neil are reviewing a contract signed by a staff member for garbage pickup.
  - **New Initiatives** – Hold off until 2016/17 on research project. It will be ready to go then. The request for High School Proposal was returned with the requirement to identify space and cost prior to consideration. Warren and Dale have identified space, and the application will be re-submitted once cost has been determined.
  - **Policy Development**– Paul, Carolyn, Rob and Josh(replaced by Michelle and Dale) – still lots to do on these policies
  - **Finance** – the Finance committee met with the new auditors, KPMG to review the Audit process. The Audit will include the budgets in the future.
  - **CAA Alumni Achievement Research committee** – nothing to report
  - **TAAPCS** – nothing this month
10. **Professional Development for Directors** – Dale sent out a document to directors for a three part PD session. The cost is \$950 for all 3 sessions and the dates are:
  - Wed. Oct 5, 2016 6:00 to 8:30 pm
  - Tuesday January 24, 2017 6:00 to 8:30 pm
  - Thursday March 23, 2017 6:00 to 8:30 pm

All sessions are held in Calgary so hotel costs are not required. Jan will send a reminder for members to respond. Neil, Todd and Rob showed interest.



**11. New Board Member** – Todd recommended that the Board add Dave Taylor to the Board of Directors. Dave has extensive political experience and would work closely with Linda.

**Motion:** 2006-06-20-03 to appoint Dave Taylor to the Board of Directors to be ratified at the Annual General Meeting

**Moved:** Ken

**Passed**

**12. Tribute to Josh** - Dale and Todd both thanked Josh for his contribution to the school and the positive effect he has had on the entire school community. Best wishes and success to Josh and his family in their new venture.

**13.** Janice thanked the directors for their time and commitment and presented them each with a book.

**Meeting Adjourned at 7:10 pm**

**\*\* Important Dates:**

**Board Retreat – September 10, 2016** – details TBA

**First Board Meeting September 20, 2016** – Knob Hill Campus