

AGENDA

OACETT Board of Directors Meeting (Online)

Friday June 7, 2024

8:30am – 3:00pm

Sheraton Toronto Airport Hotel & Conference Centre
801 Dixon Rd, Toronto, ON M9W 1J5
Ambrosia IV Meeting Room

A quick reminder about voting:

All Board members present at the meeting have the right to vote on every motion, with the exception of the student member. Staff, observers and guests also do not have the right to vote. It is expected that every Board member will vote on each motion and will make a decision either for or against. The President/Chair only votes in the event that a tie needs to be broken. A vote to abstain should only be used if a Board member has a conflict (which should be declared to the Chair prior to discussion) or, in the case of approving minutes, a Board member might abstain if they were not in attendance at the meeting for which the minutes are being approved. If you do not feel that you have enough information to make a decision, you need to request further information until you do feel sufficiently informed. If the requested information is not available, you should move to table the motion until the requested information can be provided.

Please refer to the [Board Manual](#) or [SharePoint repository](#) for more information.

Breakfast will be served from 7:30am-8:30am in Ambrosia II.

Morning coffee break will be held from 10:30am-10:45am in the Ambrosia IV meeting room.

8:30am - PRESIDENT'S OPENING REMARKS AND CALL TO ORDER

Please note that the Board meeting is being recorded for the purpose of accuracy of minutes.

1. **DISCLOSURE OF CONFLICTS OF INTEREST** (5 minutes) Micheal
2. **BOARD AGENDA** (5 minutes) Micheal
Motion to **APPROVE** required
3. **CONSENT AGENDA** (5 minutes) Micheal
 - 3.1 Adoption of Minutes
 - 3.1a Board Meeting Minutes- April 12, 2024
 - 3.1b Update against Action Items- April 12, 2024 Meeting
 - 3.1c List of Board Motions
 - 3.2 CEO Report – 2024 Strategic Plan and Action Plan tracking framework
 - 3.3 President's Report
 - 3.4 Diversity, Equity and Inclusion Committee (DEIC) Report
 - 3.5 Finance and Audit Committee (FAC) Report
 - 3.6 Governance, Policy and Strategy Committee (GSPC) Report
 - 3.7 Member, Engagement and Services (MESc) Report

- 3.8 Registration and Professional Practice Committee (RPPC) Report
- 3.9 Registrar's Report
- 3.10 Young Professionals Committee (YPC) update
- 3.11 Heads of Technology (HOT) Report
- 3.12 Statutory Compliance Report

Motion to **APPROVE** required

4. STUDENT BOARD REPRESENTATIVE CEREMONY (5 minutes)

- 4.1 Swearing of Oath Barry
- 4.2 Indemnification agreement Micheal

5. FINANCE (30 minutes)

- 5.1 YTD Financials as of March 31, 2024 Brian
- 5.2 Budget and business plan schedule Brian

6. REGISTRATION AND PROFESSIONAL PRACTICE (30 minutes)

- 6.1 Guidelines of the new CPD Program Stephanie

Motion to **APPROVE** required

7. NATIONAL (30 minutes)

- 7.1 Further discussions about P.Tech Micheal

8. GOVERNANCE (35 minutes)

- 8.1 Membership Dues Policy – verbal update Brian
- 8.2 Financial Management Policy – updated Brian
- 8.3 Financial Reimbursement Policy Brian

Motion(s) to **APPROVE** required

9. BOARD WORKSHOP SESSION (10:45am-12:45pm) (120 minutes) Gary Breininger (facilitator)

Lunch for Board members will be served in the Ambrosia IV Meeting Room from 12:45pm-1:15pm.

8. GOVERNANCE (CONT'D) (45 minutes)

- 8.4 Discussion about expectations for items coming forward for the Board's approval Micheal
- 8.5 Awards Subcommittee Terms of Reference – updated Roy
- 8.6 Associate Participation on Committees Norman

Motion(s) to **APPROVE** required

10. MEETINGS

- Wednesday Sept. 25, 2024: 5:00 p.m. – 9:00 p.m. -- Online – MS Teams ****Please note the new date. Calendar invite has been updated.****
- Friday Nov. 22, 2024 – Saturday Nov. 23, 2024 -- In-Person (Location TBD)
- Friday Feb. 28, 2025: 1:00 p.m. – 5:00 p.m. -- Online – MS Teams
- Wednesday April 9, 2025: 5:00 p.m. – 7:00 p.m. -- Online – MS Teams ****Please note the new date. Calendar invite has been updated.****
- Saturday May 24, 2025: 10:00 a.m. – 12:30 p.m. -- Online – Virtual AGM
- Friday June 13- Sunday June 15, 2025- Meeting and Conference – In-Person – Caesars Windsor: 377 Riverside Drive East, Windsor, ON, CA N9A 7H7

11. NEW BUSINESS (5 minutes)

(Just a reminder that any new business should be proposed to the Chair prior to the meeting)

12. In-Camera (15 minutes)

- 12.1 With CEO present
- 12.2 Without CEO present

13. ADJOURNMENT

14. FLETCHER FOUNDATION (30 minutes)

- 14.1 Fletcher Foundation AGM

Bob Jameson

Following the Board meeting, please attend the Regional Meetings. Locations are listed below:

1. **Eastern Region - Ambrosia II**
2. **Central Region - Ambrosia III**
3. **Horseshoe Region - Golden Delicious**
4. **Northern Region - Northern Spy**
5. **Toronto Region - Ambrosia I**
6. **Western Region - Courtland**

FOR REFERENCE:

[OACETT- Rules of Order Summary Sheet.pdf](#)

[Teams Etiquette for OACETT Board Meetings.pdf](#)

[Terms of Reference & Policies](#)