



Public Board Organizational Meeting

Saturday January 12, 2019

2:00 – 3:00 p.m.

FFCA Central Office

7000 Railway St. SE

Calgary, AB

Attendees: Jeff Wilson (Chair), Faruq Suleman (Vice-Chair), Rizvan Bharmal, Sumara Diaz, Jenny Hill, Naren Makwana, Jehn Scantlebury, Randall Spahl, Robert Zagorsky, Roger Nippard, Kurtis Leinweber, Reta Morgan, Meredith Poole

Presenters: Steven Payne

Gallery: Cindy McGlashan-Beaucage, Wayne Weinheimer, Shelley Schroh, Pamela Wilson, Amish Patel, Andrew Chu, Erin Payne

2:29 CALL TO ORDER

1. OATH OF OFFICE for Directors Diaz, Hill, Makwana, Scantlebury, Spahl and Zagorsky.

Conducted by Constable Steven Payne, Calgary Police Service.

2. HOUSEKEEPING – New Directors were provided with the following paperwork, to be completed and filed with FFCA Human Resources. A Criminal Record Check should already be on file.

2.1 Advice to Payroll

2.2 Acceptable Internet Usage

2.3 Confidentiality Agreement

2.4 Disclosure of Personal Interests

2.5 Declaration of Key Management Personnel

2.6 Intervention Record Check

3. ELECTION OF BOARD OFFICERS

3.1 Chair: Director Wilson nominated by Director Suleman. Accepted. No further nominations received. Director Wilson acclaimed to the position of Board Chair.

3.2 Vice-Chair: Director Suleman nominated by Director Hill. Accepted. No further nominations received. Director Suleman acclaimed to the position of Board Vice-Chair.

3.3 Treasurer: Director Makwana nominated by Director Bharmal. Accepted. No further nominations received. Director Makwana acclaimed to the position of Board Treasurer.

MOVED by Director Makwana and seconded by Director Bharmal that the duties of Treasurer be delegated to the Secretary-Treasurer (FFCA). CARRIED.

3.4 Secretary: Director Hill nominated by Director Diaz. Accepted. No further nominations received. Director Hill acclaimed to the position of Board Secretary.

MOVED by Director Hill and seconded by Director Diaz that the duties of Secretary be delegated to the Executive Assistant to the Superintendent (FFCA), but specific duties may be recalled or re-delegated at the Secretary's discretion upon notification to the Superintendent. CARRIED.

4. APPOINTMENT TO BOARD COMMITTEES/COMMITTEE CHAIR SELECTION

4.1 Charter Board Committee of the Whole – Entire Board plus CEO and COO.

4.2 Executive Committee – Chair, Vice-Chair, CEO, COO

4.3 Human Resources Committee Chair

Director Diaz nominated by Director Makwana. Accepted.

Committee members to be determined at the February meeting.

4.4 Communications & Community Relations Committee Chair

Director Suleman nominated Director Scantlebury. Accepted.

Committee members to be determined at the February meeting.

4.5 Audit Committee Chair – As Board Treasurer, this responsibility falls to Director Makwana.

4.6 TAAPCS – Director Suleman will continue in this role.

4.7 Student Expulsion Committee - This is an *ad hoc* Committee of the Whole that will be capped at 5 members in the event it is required.

4.8 ASC Representative – Director Spahl nominated by Director Suleman. Accepted.

5. REVIEW OF BANKING ARRANGEMENTS – Servus Credit Union for nearly 2 years.

6. REVIEW OF AUDIT ARRANGEMENTS – RSM CANADA (formerly Collins Barrow LLP).

7. REVIEW OF DIRECTOR HANDBOOK – Please read prior to next Public Meeting in preparation for review.

8. WORK PLAN – Contains the schedule for critical pieces of Board work; will be reviewed at next CoW meeting.

9. APPRECIATION – Directors Makwana expressed thanks to the departing Board members for their dedication and hard work in moving FFCA's governance framework forward, and Director Suleman to both outgoing and incoming members for stepping forward and showing leadership; also to the administration and staff of FFCA for the leadership and character they demonstrate every day. Departing Board members were presented with a token of appreciation.

ADJOURNMENT – 3:13 p.m.

NEXT PUBLIC MEETING – February 13, 2018, 6:30 p.m. @ SWE