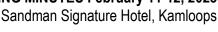
FINAL BOARD MEETING MINUTES February 11-12, 2023





Registrant Board Members

Regional Electoral District 1 Rebecca Martin, PAg (Vice Chair); Natasha Neumann, PAg

Regional Electoral District 2 Jessica Morgan, PAg (Chair); William Shaw, PAg

Regional Electoral District 3 Warren Mills, PAg; Kirk Phair, PAg (Treasurer); Yasemin Parkinson, PAg

Past President (non-voting) Jane Kerner, PAg

Lay Board Members Brock Endean, Carla Corbett Schiller, RPBio, Aiden Wiechula, RPF

Lay Board Members (absent) Matthew Voell J.D.

BCIA Staff JP Ellson, CEO/Registrar & General Council

Laurena Olsen, Deputy Registrar

Tess Karuvetti, Admin and Finance Officer (recorder)

The meeting was called to order at 8:40 am

1. Call to Order and Approval of Agenda

The Board Chair called the meeting to order and confirmed quorum was met, which included at least one lay Board Member present. *Motion* to approve the agenda. *Carried*

2. Approval of Draft December 3, 2022 Meeting Minutes

Motion to approve the December 3, 2022 meeting minutes as presented. **Carried**

3. In-Camera by People Biz

Motion to go in-camera at 9:06 AM. Carried

Motion to come out of in-camera 10:37 AM. Carried

Motion: to have People Biz provide mandatory Worksafe BC Training on April 14, 2023 in person in Langford. Carried

4. Business Arising from Previous Minutes

The Board discussed several administrative changes to the Action Tracker and added the following:

- Registrant Board Member to look into practice areas before the next meeting and report back with an outline of each person's agrology practice.
- The Chair to present Engineer's and Geoscientists of BC documents relating to practice standards.
- Develop RFP for Program Manager to manage volunteers, agrologist preferred. Cost unsure, so present RFP for estimation.
- CEO to ask practice areas consultant for reference on AIA's Practice Standards
- CEO/Registrar's Report: Written report submitted by the CEO/Registrar was presented, and highlights were discussed.

Motion: to accept the recommendation of the Nominations Committee for the election by acclamation of Warren Mills, PAg effective immediately after the AGM in 2023. **Carried**

6. Deputy Registrar's Report: Written report submitted by the Deputy Registrar was presented, and highlights were discussed.

Motion to approve the recommendations stated within the Deputy Registrar report. Carried

- 7. Communication Officer's Report: Written report submitted by the Communications Officer was presented, and highlights were discussed
 - Current communications officer to stay until end of April to develop AGM Report and assist with conference.
 - The communications subcontractor hire will start on May 1, 2023.

8. Strategic Planning 2024 and Beyond:

The Board and staff met after lunch to participate in brainstorming and discussion for the Strategic Plan gap analysis led by Greg Tegart, PAg and George Geldart, PAg.

Motion to go in camera at 4:35 pm. <u>Carried</u> **Motion** to come out of in camera at 5:30 pm. <u>Carried</u>

Adjournment of meeting at 5:30 pm. Carried

Sunday, February 12, 2023

Meeting called to order at 9:30 am

- Financial Officer's Report: Written report submitted by the Financial Officer was presented, and highlights were discussed.
 - Bookkeeping services will be solicited to find an auditor as soon as possible. This information will be presented to the registrants for special voting via email or at the AGM.
 - Branch Budgets: Budgets were submitted only by four branches. Outstanding branches will be contacted. Branch Budget approval tabled to an online meeting prior to April 20th.

10. Committee and Working Group Reports

- Communications Working Group needs a new Chair as the current Chair is stepping down in September 2023.
- There are concerns that many committee positions are expiring and the positions need filling. The CEO will address this before the next meeting.

Motion to increase the number of Credential Committee members to up to five lay members and up to 15 BCIA Registrants. Carried

11. Next Meetings

- March 1, 2023: Presidents Call
- April 20, 2023: Sandman Signature Hotel, Kamloops.
- April 21-22, 2023: Sandman Signature Hotel Kamloops for Conference and AGM
- Jun-Aug, 2023: Summer check-ins via Zoom
- September 22 24, 2023: in Richmond
- December, 2023: Zoom call
- February, 2024: Date TBD in Richmond

Motion to go in-camera at 10:52 am. <u>Carried</u>
Motion to come out of in-camera at 12:15 pm. Carried

Meeting Adjourned at 12:17 pm. Carried