

**The New Brunswick Community College Foundation Inc.
MINUTES**

**September 24, 2021
10:00 AM, Video Conference
OPM**

Present: Guy Laviolette (Chair), John Harvie, Brice Belyea, Pierre Zundel, Paul-Emile Legere, Carrie Nolan, Lexi Keast, Linda Brownrigg, Tom Meadus (Mary Butler Sub), Jim Jordan (Executive Director), Valerie Roy (Administrator)

Regrets: Jean Allain (Vice Chair), Mary Butler, No my Morneau

Documents Distributed:

- a) June 11, 2021 OPM Minutes
- b) IMC Investment Summary and Investment Asset Allocation Policy Change
- c) Annual Report (Sent by Mail)
- d) Bylaw Amendment
- e) MOU Draft
- f) Operational Rules Amendment
- g) iATS Briefing Note and Terms & Conditions (NBCC Request for Online Donation Platform)

1. **Agenda** - Adopted as circulated via e-mail on August 24, 2021. Moved, seconded, and approved (unanimous).
2. **June 11, 2021 OPM Minutes** – Moved, seconded, and approved (unanimous).
3. **IMC** – Investment asset allocation policy change – Moved, seconded, and approved (unanimous).
4. **Annual Report** – Annual Report well received, next year annual report draft to be sent out to the Board prior to printing for feedback/approval.
5. **Bylaw Amendment** – Concerning College meeting substitutes. Moved, seconded, and approved (unanimous).
6. **MOU Draft** – Section 5(a) to be clarified, discussed, approved by College representatives and brought back to February Board meeting.
7. **Operational Rules Amendment** – Change in student eligibility. Moved, seconded, and approved (unanimous).
8. **Future Bursary Application Process** – Deferred for further discussion with College representatives.
9. **Administrative Associate Update** – Claudette Gallant has been hired, start date October 12, 2021.

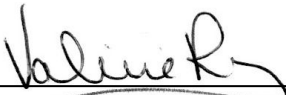
10. Other, iATS – Tom Meadus (NBCC) presented, decision to open a new, separate bank account is conditional on the full understanding of the online donation process and the operational implications to the Foundation to implement. A future special Board meeting to review this undertaking may be called.

11. Executive Director Change – As previously approved by the Board, Valerie Roy is to replace Jim Jordan as the Foundation Executive Director, effective October 4, 2021. Jim Jordan was warmly thanked for his service.

12. Next Meeting Dates – February 11, 2022 / June 17, 2022 / September 23, 2022

13. Meeting Adjournment – Meeting adjourned at 11:55 AM.

Minutes written by:



Valérie Roy, Executive Director

Minutes approved by:



Guy Laviolette, Chair