

# AGENDA

## OACETT Board of Directors Meeting (Online)

Friday April 12, 2024

2:00pm – 4:00pm

MS Teams link: [Click here to join the meeting](#)

### 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.

*\*\* Please note that the virtual meeting room will be open 15 minutes prior to the start of the Board meeting, for those interested in socializing a bit before the meeting begins. \*\**

### 2:00 pm - 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- February 28, 2024

3.1b Update against Action Items- February 28, 2024

3.1c List of Board Motions

3.2 CEO's Key Result Areas

Motion to **APPROVE** required

**4. FINANCE (40 minutes)**

4.1 Audited Year-End Financial Statements Brian

Motion to **APPROVE** required

**5. GOVERNANCE (30 minutes)**

5.1 Student Board Representative appointment Rosanna  
5.2 Finance and Audit Committee appointments Rosanna  
5.3 Approval of updated By-Law Micheal/Cheryl  
5.4 Committee Changes Cheryl

Motion(s) to **APPROVE** required

**6. NATIONAL (30 minutes)**

6.1 National update Micheal/All

**7. MEETINGS**

- Friday April 12, 2024: 2:00 p.m. – 4:00 p.m. – Online, Virtual via MS Teams
- Saturday June 1, 2024- AGM 10:00 a.m. – 12:30 p.m. – Online, Virtual via GetQuorum/Zoom **\*\*Please note the new date. Calendar invite has been updated.\*\***
- Friday June 7- Sunday June 9, 2024- Meeting and Conference – In-Person – Sheraton Toronto Airport Hotel & Conference Centre: 801 Dixon Rd, Toronto, ON M9W 1J5
- 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

**8. NEW BUSINESS (5 minutes)**

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

**9. ADJOURNMENT**

**FOR REFERENCE:**

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

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

[Terms of Reference & Policies](#)