

# AGENDA

## OACETT Board of Directors Meeting (Online)

Wednesday, April 15, 2026

5:00pm – 7:00pm

### 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. \*\**

### 5:00 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) Christopher
2. **BOARD AGENDA** (5 minutes) Christopher  
Motion to **APPROVE** required
3. **CONSENT AGENDA** (5 minutes) Christopher
  - 3.1 Update against Action Items- February 27, 2026
  - 3.2 List of Board MotionsMotion to **APPROVE** required
4. **FINANCE** (30 minutes)
  - 4.1 Audited Year-End Financial Statements Brian
  - 4.2 Auditor Recommendation

Motion(s) to **APPROVE** required

**5. DISCUSSION** (40 minutes)

5.1 Board Development for 2026 – Brainstorming Discussion Christopher

**6. MEETINGS** (10 minutes)

The proposed dates for the balance of the Board term are noted here, with the exception of next May/June (still waiting on the re-envisioned conference plan). Please come prepared to share any existing conflicts, as we will attempt to accommodate them at this planning stage.

- Friday May 29- Sunday May 31, 2026- Meeting and Conference – In-Person – Sheraton Hamilton Hotel (116 King St W, Hamilton, ON L8P 4V3)
- Saturday June 6, 2026: 10:00 a.m. – 12:30 p.m. -- Online – Virtual AGM

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

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

**8. IN-CAMERA** (20 minutes)

8.1 With CEO present

**\*\* Note:** As per the [Board Orientation](#) slide deck, here is what in-camera means for OACETT:

*We will include in camera sessions (meaning without guests or staff) at the in-person Board meetings – one with the CEO and one without the CEO:*

- ***When we meet with the CEO, it will be an opportunity to discuss any sensitive issues about the performance of the operation without other staff present.***
- ***When we meet without the CEO, it will be an opportunity to provide confidential feedback about the CEO's performance, which will be shared with the CEO in aggregate by the President following each in-person meeting.***

**9. ADJOURNMENT**

**FOR REFERENCE:**

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

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

[Terms of Reference & Policies](#)