

CESBA Board of Director’s Meeting + Retreat – June 6 & 7, 2024

In-person at *The Chelsea Hotel*, 33 Gerrard St. W., Toronto

Meeting Room – ***The James Room***

Thursday, June 6, 2024, 9:00 am – 4:00 pm

and

Friday, June 7, 2024, 8:00 am – 1:30 pm

AGENDA

DRAFT

Global Ends (*revised*)

CESBA exists to:

- a. Support member Ontario School Boards and Indigenous Institutes delivering Adult and Continuing Education programs.
- b. Provide advocacy and resources to the members.
- c. Promote the impact of Adult & Continuing Education as part of a K to success model.

<u>Time</u>	<u>Agenda Items</u>
8:15 am	BREAKFAST
9:00	1. Call to Order: Chair
9:01	2. Chair’s remarks: Chair
9:06	3. Excused absences: Chair
9:07	4. Declarations of conflict of interest: Chair
9:10	5. Identification of other business: Chair
9:15	6. Adoption of the agenda (M): Chair
9:18	7. Adoption of the minutes of the March 28, 2024, meeting (M): Chair
9:23	8. Items under Executive Limitations (M): Executive Director a) Report on Communication and Support to the Board (EL7 --- E.D. report) b) Report on Strategic Plan – E.D.

9:50	<p>9. Items under Board Management Delegation: Chair</p> <p>a) Board Linkages exercise – Heather Terrence providing Governance training/direction June 6 (1:00 – 4:00 PM) and June 7 (8:00 AM – 1:30 PM)</p> <p>b) Assign Board member to lead Linkages exercise on September 26, 2024, Board meeting</p>
9:52	<p>10. Items under Governance: Chair</p> <p>a) Board Education – Heather Terrence, Pinpoint Governance Group – see item 9(a) above</p> <p>b) Assign Board member to lead Board Education exercise on September 26, 2024, Board meeting</p> <p>c) Review GP 5.1 - Marianne</p>
9:55	<p>11. Items under Ends: Chair</p> <p>a) Review/Conduct Ends Exercise – Lisa Hickman</p> <p>b) Assign Board member to lead Ends exercise at the September 26, 2024, Board meeting</p>
10:10	<p>12. Ongoing projects, Emerging needs: CESBA Board</p> <p>a) Cessation of the GED</p> <p>b) Bill 124</p>
10:15	<p>13. Information Sharing: CESBA Board</p> <p>a) CESBA Expense Claim Form update (mileage rate change) – Paul</p> <p>b) Nominations Committee updates - Andrea, Marianne, Norbert</p> <p>c) Audit Committee updates – Mario, Marianne, Judith</p>
10:45	<p>14. Other Business:</p>
10:50	<p>15. Items for required approval: Executive Director</p> <p>a) Draft Financial Statements (see item #17 below)</p>
10:55	<p>16. Review of actions arising - who, what, when: Chair</p> <p>a) Refer to chart on the bottom of the minutes</p>
11:00 – 11:50	<p>17. Stephanie Chung, CESBA Auditor, MMPA, CPA, CA <i>Pennylegion Chung LLP, Chartered Professional Accountants</i></p> <p>a) Introductions (Paul & Stephanie)</p> <p>b) Presentation of CESBA's 2023 – 2024 Draft Financial Statements (Stephanie)</p> <p>c) In-Camera discussions (Management leaves at 11:30 AM)</p> <p>d) Summary discussions (Management rejoins meeting at 11:45 AM)</p>
11:50	<p>18. Board/Meeting evaluation:</p> <p>a) Board meeting evaluation – Judith Hoffman</p> <p>b) Assign Board member to lead Board meeting evaluation at the September 26, 2024, Board meeting</p>
12:00 pm	<p>19. Adjourn (Day 1-June 6, 2024)</p>
12:00 -12:45	<p>LUNCH</p>
12:45 – 4:00	<p>✓ Board Governance Training / Linkage / Education: Heather Terrence, Pinpoint Governance Group</p>

