

Board Meeting – May 15, 2025

Teleconference

Participants: Corinna Hoodicoff (Chair), Debbi Stanyer (Vice Chair, left the meeting at 10:00 am for 39 minutes), Bob Redden, Kat Graham, Denis Dean, Gabrielle Hindley, Keenan Rudichuk, Susan Wells, Mark De Croos, Jason Kuzminski, Victoria Burdett-Coutts (Past Chair at 9:12am)

Staff: Christine Houghton (CEO), Elaine Vale (Registrar), Samuel Pittman (Director of Practice), Isaac Anderton (Manager of Registrations), Josie Byington (Admin. Officer), Tory Davis (EO/Communications Manager), Farzaneh Mousavi (Sr. Admin Officer at 9:08 am), Boris Chow (Manager of Special Projects), Sharon Stewart (Finance Officer)

Regrets: Brittany John (Lay Board Member), Cameron Dexter (Manager of Compliance), Helen Taraskin (Director of Finance and Administration)

Draft Minutes

Start Time: 9:00am

Agenda Item	Discussion	Action item(s)	Due/Status (Lead)
1) Call to Order a) Swearing of the Oath of Office	<p>Corinna called the meeting to order at 9:04am and confirmed quorum.</p> <p>Elaine Vale, as Registrar, administered the oath of office to Board members.</p> <p>All Board members swore the oath.</p>	<ul style="list-style-type: none"> Board members to sign Oath and Agreement of Expectations forms and send them to Josie. 	
2) Approval of Agenda a) New business	<p>Corinna presented agenda; an amendment to Item 13a) Finance Governance Committee membership was proposed.</p> <p><u>MOTION to adopt agenda as amended by Debbi Stanyer, seconded by Susan Wells. MOTION CARRIED.</u></p>		
3) New Board – Motion to confirm composition of new Board	<p>MOTION to confirm composition of Board for 2025/2026:</p> <ul style="list-style-type: none"> Corinna Hoodicoff, Chair 		



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Agenda Item	Discussion	Action item(s)	Due/Status (Lead)
a) Board member introductions b) Motion to destroy 2025 election ballots	<ul style="list-style-type: none"> • Debbi Stanyer, Vice Chair • Victoria Burdett-Coutts, Past Chair • Denis Dean • Kathryn Graham • Bob Redden • Gabrielle Hindley • Keenan Rudichuk • Mark De Croos, Lay Board Member • Jason Kuzminski, Lay Board Member • Susan Wells, Lay Board Member <p><u>By Debbi Stanyer, seconded by Kat Graham. MOTION PASSED.</u></p> <p><u>MOTION to destroy 2025 election ballots by Jason Kuzminski, seconded by Denis Dean. MOTION CARRIED.</u></p>		
4) Chair's Remarks and Land Acknowledgement	Corinna welcomed new members and congratulated new Vice Chair Debbi Stanyer and extended appreciation to Victoria Burdett-Coutts for past service as Chair.		
5) Summary of Meeting Monitor report from April 9, 2025	<p>Jason reviewed report from the April 9, 2025 Board meeting.</p> <p>Victoria will be the meeting monitor today.</p>		
6) Conference 2025 review	<p>Corinna expressed thanks for the Annual Conference and invited feedback.</p> <p>Christine noted that the AGM was held separately from the Conference this year. Despite lower ticket sales the expenses were within budget.</p>		



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	<p>Tory will give a detailed conference report at next Board meeting, including survey results.</p> <p>Victoria commented on the thoroughness of planning, quality of talks and good networking opportunities. She acknowledged Bob Redden, Chair of the Conference Planning Working Group.</p> <p>Bob stated he was impressed by the efforts of volunteers.</p> <p>Debbi attended virtually and felt that it was a great conference with interesting, unique speakers.</p> <p>Corinna reflected that she found the content interesting and she appreciated the spacious venue and to be in Prince George.</p>		
7) Board (re)orientation: a) College overview b) Good governance principles c) Rules of order d) Board expectations	Christine delivered presentation.		
8) Motion to go In Camera	<p><u>MOTION to go in Camera by Mark De Croos, seconded by Gabrielle Hindley. MOTION CARRIED.</u></p> <p><u>MOTION to rise without report by Keenan Rudichuk, seconded by Mark De Croos. MOTION CARRIED.</u></p>		
9) Adoption of minutes and review of Action items a) April 9, 2025	<p>Christine reviewed action items</p> <p>Items have been completed or will be completed during the current session</p>		



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	<u>MOTION to approve minutes of April 9, 2025 meeting by Susan Wells, seconded by Bob Redden. MOTION CARRIED.</u>																								
10) Bylaw revisions (Decision note no. 1)	<p>Christine presented revisions to College bylaws. She noted that further updates will be presented in June after this version is submitted to OSPG.</p> <p>A standing vote was held.</p> <table><thead><tr><th>Member</th><th>Vote</th></tr></thead><tbody><tr><td>Debbi Stanyer</td><td>In favour</td></tr><tr><td>Denis Dean</td><td>In favour</td></tr><tr><td>Kat Graham</td><td>In favour</td></tr><tr><td>Bob Redden</td><td>In favour</td></tr><tr><td>Gabrielle Hindley</td><td>In favour</td></tr><tr><td>Keenan Rudichuk</td><td>In favour</td></tr><tr><td>Susan Wells</td><td>In favour</td></tr><tr><td>Mark De Croos</td><td>In favour</td></tr><tr><td>Jason Kuzminski</td><td>Absent</td></tr><tr><td>Victoria Burdett-Coutts (Ex-officio)</td><td>No vote registered</td></tr></tbody></table> <p><u>MOTION to approve Option 1 revisions to bylaws as presented by Denis Dean, seconded by Keenan Rudichuk. MOTION PASSED.</u></p>	Member	Vote	Debbi Stanyer	In favour	Denis Dean	In favour	Kat Graham	In favour	Bob Redden	In favour	Gabrielle Hindley	In favour	Keenan Rudichuk	In favour	Susan Wells	In favour	Mark De Croos	In favour	Jason Kuzminski	Absent	Victoria Burdett-Coutts (Ex-officio)	No vote registered	<ul style="list-style-type: none">College to refer bylaws to Office of the Superintendent of Professional Governance for review	
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Debbi Stanyer	In favour																								
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11) 2026 Conference dates (Decision note no. 2) a) Approval of 2024 audited financial statements b) Approval of 2025 financial auditors	<p>Christine reviewed the Decision Note.</p> <p><u>MOTION to approve Option 3 -- Hold the 2026 conference at Hotel Grand Pacific on April 9-10, 2026 – by Keenan seconded by Denis Dean.</u></p>	<ul style="list-style-type: none">Staff to book Conference at Hotel Grand Pacific, April 9-10, 2026.																							



Agenda Item	Discussion	Action item(s)	Due/Status (Lead)												
(Decision note no. 1)	Discussion was held. MOTION PASSED. HGP April 9-10.														
12) Confirmation of electronic decisions	None this period.														
13) Board business a) Finance Governance Committee membership b) 2025 Board meeting dates c) Report from the Meeting monitor i. Appointment of Meeting Monitor for next meeting	<p>Confirmation of Finance Governance Committee membership will occur electronically:</p> <p>Christine led a discussion to set future Board meeting dates and locations after the Campbell River meeting, June 26-27.</p> <table><thead><tr><th>Meeting date</th><th>Area</th></tr></thead><tbody><tr><td>June 26-27</td><td>Campbell R.</td></tr><tr><td>September</td><td>**</td></tr><tr><td>December</td><td>Victoria</td></tr><tr><td>February 7</td><td>Vancouver</td></tr><tr><td>March 25</td><td>Victoria</td></tr></tbody></table> <p>Victoria delivered meeting monitor report</p> <p>Bob will be the monitor of the next meeting</p>	Meeting date	Area	June 26-27	Campbell R.	September	**	December	Victoria	February 7	Vancouver	March 25	Victoria	<p>Confirm Finance Governance Committee membership electronically.</p> <p><u>Tory/Josie to send HOLD Bd meeting for Sept 25-26, 2025, location TBD</u></p> <p><u>Nov 27-28, 2025 Victoria</u></p> <p><u>Feb 12-13, 2026 Vancouver</u></p>	
Meeting date	Area														
June 26-27	Campbell R.														
September	**														
December	Victoria														
February 7	Vancouver														
March 25	Victoria														
14) Adjournment	MOTION to adjourn at 11:49 am by Kat, seconded by Susan. MOTION CARRIED.	Corinna to send a signature to Eugenia.													



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Next meeting date:

June 26-27, 2025

Coast Discovery Inn, Campbell River, BC

A handwritten signature in blue ink, appearing to read 'Corinna Hoodicoff', written in a cursive style.

Corinna Hoodicoff, RPBio

Chair

A handwritten signature in blue ink, appearing to read 'Christine Houghton', written in a cursive style.

Christine Houghton

Chief Executive Officer