

COLLEGE OF DIETITIANS OF BRITISH COLUMBIA

Meeting of the Board of Directors

Wednesday, September 13, 2017 from 9:00 to 10:04
Via teleconference

MINUTES

Present: Tina Hartnell (Chair), Jackie Parsons (Vice-chair), Sophia Baker-French, Serena Caner (9:03), John Coupar (until 10:00), Jiak Chin Koh and John Meneghello

Staff: Joanie Bouchard (Registrar) Chi Cejalvo, Deputy Registrar (Registration & Communications) and Mélanie Journoud, Deputy Registrar (Quality Assurance),

Regrets: None.

Item No	Agenda Item	
1.	Call to Order/Remarks of the Chair	Tina Hartnell, Chair, called the meeting to order and welcomed Directors and staff.
1.1	Agreement on Agenda	The agenda was approved as circulated.
1.2	Email Ballots	Deferred.
1.3	Meeting Minutes from June 26, 2017	Deferred.
2.	Reports	Deferred.
3.	Board Orientation/Training	Deferred.
4.	Decision/Discussion Items	
4.1	Director Appointment for Vancouver Coastal	Directors reviewed and discussed Board candidates' applications for Vancouver Coastal Health. Joanie answered Directors' questions regarding each candidate. The Board resolves to appoint Theresa Cividin, RD to fill the Vancouver Coastal Director position, effective to March 31, 2018. Moved: John Coupar Carried unanimously.
4.2	QA Committee Chair Appointment	Directors reviewed the QAC's Chair nomination. The Board resolves to approve the Quality Assurance Committee's preference for appointment of Jennifer Krempien, RD as Chair effective to March 31, 2018. Moved: John Meneghello Carried unanimously.
4.3	2017-18 Budget Update	Circulated for information.
4.3.1	Shared IT Project	Joanie reviewed the progress of the Shared IT Project. Joanie and Melanie and answered questions. The Board resolves to approve an additional \$10k for the CDBC Shared IT Project's direct costs for 2017-2018 fiscal year. Moved: Jackie Parsons Carried unanimously.

4.3.2	Restricted Activities Project	Chi reviewed the Restricted Activities Review Project and answered questions. Joanie commented on budget planning with the CDBC Financial Consultant for 2017-18, regarding the need for additional fund approval to move the project forward. Directors discussed project scope, length and proposed cost. Chi and Joanie reviewed options for project timing and financing. The Board deferred the decision to approve budget money for the Restricted Activities Project after the Registration Committee reviews the project proposal on September 25. Joanie will circulate a draft resolution via email ballot.
4.3.3	Inquiry & Discipline	Joanie reviewed the status of Inquiry Committee work to date.
4.3.4	CDBC Staff	Circulated for information.
4.3.5	Transfer to Restricted Fund	Joanie reviewed the proposed amount to transfer to the CDBC's Restricted Fund and current expected operational costs. The Board considered the 2017-18 Financial Report to July 31 and current College operations. <i>The Board resolves to transfer \$40,000 to the Inquiry/Discipline Restricted Fund.</i> <i>Moved: John Meneghello</i> <i>Carried unanimously.</i>
4.4	Registration Policy Rc-05: Examination Third Attempt	Chi reviewed revisions made to policy Rc-05 and answered questions. <i>The Board resolves to approve policy Rc-05: Examination Third Attempt as circulated.</i> <i>Moved: Jackie Parsons</i> <i>Carried unanimously.</i>
5.	Information	Deferred.
6.	Next Meetings	The next meetings are scheduled on Sunday, October 29 from 17:00-21:00 at the Granville Island Hotel and on Monday, October 30 from 8:00-16:00 at the CDBC office. A poll for the winter and spring Board meetings will be circulated.
7.	Announcements	None.
8.	Remarks of the Chair/ Adjournment	The meeting was adjourned by consensus at 10:04.

The Minutes were approved as circulated via email ballot on September 30, 2017.