



## ASEC Board of Directors Minutes

January 31, 2020

**1. Call to order:**

**2. Roll Call**

**2.1. Board of Directors**

Chair of the Board Garrett Koehler	Present
Director Karen Velasco	Present
Director Lindsey Comeau	Present
Director Chloe Collins	Present
Director Dalton Ehry	Present
Director Madison Kehler	Present
Director Elizabeth Sweiger - NON-VOTING	Present
Director Cherie Sawaryn - NON-VOTING	Present
Executive Director Jonathan Bilodeau - Board Secretary - EX OFFICIO, NON-VOTING	Present

**2.2. Guests**

Director of Government Relations & Advocacy Emmanuel Barker - Board Support	Present
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**3. Approval of Agenda**

3.1. *Proposed motion: To approve the agenda for the meeting on January 31, 2020.*

*Moved by Director Kehler*

*Seconded by Director Ehry*

*Discussion: None*

*For: All*

*Opposed: None*

*Motion passed*

**4. Approval of Minutes**

4.1. *Proposed motion: To approve the minutes from the board meeting on December 20, 2019.*

*Moved by Director Velasco*

*Seconded by Director Collins*

*Discussion: Friendly amendment: Change "Agenda" in the header to "Minutes"*

*For: All*

*Opposed: None*

*Motion Passes*

**5. Report**

5.1. Executive Director Executive Director Bilodeau

5.2. Government Relations and Advocacy Director Director of GR&A Barker



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### 6. Action Items

- 6.1. Executive Director Compensation & Review Committee Director Comeau
- 6.1.1. *Proposed motion: To adopt the Terms of Reference for the Executive Director Compensation & Review Committee as presented.*
- Moved by Director Comeau*
- Seconded by Director Kehler*
- Discussion: Population of the committee to follow. Committee timelines. Review Process.*
- For: All*
- Opposed: None*
- Motion Passes*
- 6.1.2. *Proposed motion: Be it resolved that Chair Koehler, Director Comeau, Director Collins, Director Sawaryn, and Executive Director Bilodeau be appointed to the Executive Director Compensation & Review Committee.*
- Moved by Director Ehry*
- Seconded by Director Velasco*
- Discussion: Committee Structure.*
- For: All*
- Opposed: None*
- Motion Passes*
- NOTE: Proposed motion to be completed by the Board of Directors in accordance with the committee terms of reference.***
- 6.2. ASEC Investment Policy Director Collins
- 6.2.1. *Proposed motion: To adopt the ASEC Investment Policy as presented.*
- Moved by Director Collins*
- Seconded by Director Comeau*
- Discussion: Purpose of cash management policy. Alignment with bylaws and IOM.*
- For: All*
- Opposed: None*
- Motion Passes*
- 6.3. ASEC HR Position Profile Executive Director Bilodeau
- 6.3.1. *Proposed motion: To adopt the Director, Operations and Finance position profile as presented.*
- Moved by Director Velasco*
- Seconded by Director Ehry*
- Discussion: Purpose behind position. Future plans. Job requirements.*
- For: All*
- Opposed: None*
- Motion passes*



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### 7. Old Business

7.1. Indigenous Representation

Executive Director Bilodeau

**Action Item: Board members to have survey filled out by the end of the month.**

7.2. Board Strategic Goals

Executive Director Bilodeau

7.2.1. Advocacy Priorities

7.2.2. Strategic Plan Consolidation

7.2.3. Communications Strategy

7.2.4. Board of Directors Continuity

7.2.5. Board of Directors Policies and Procedures

### 8. Decision items

### 9. New Business

### 10. Discussion Items

10.1. ASEC Growth

Executive Director Bilodeau

10.2. ASEC Bylaws

Executive Director Bilodeau

10.3. ASEC IOM

Executive Director Bilodeau

10.4. Board Transition Recommendations

Chair Koehler

**Action Item: Come back with ideas for Board transition document for the week of Feb 2.**

### 11. In Camera

11.1. *Proposed motion: To enter in camera with teleconference guests and staff at 2:06 PM.*

*Moved by Director Comeau*

*Seconded by Director Ehry*

*Discussion: None*

*For: All*

*Opposed: None*

*Motion Passes*

11.2. *Proposed motion: To exit in camera with teleconference guests and staff at 2:30.*

*Moved by Chair Koehler*

*Seconded by Director Collins*

*Discussion: None*

*For: All*

*Opposed: None*

*Motion Passes*



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**12. Next meeting:** Meeting to be scheduled during the week of February 2, 2020.

**13. Adjournment**

13.1. *Proposed motion: To adjourn the meeting at 2:31.*

*Moved by Chair Koeler*

*Seconded by Director Velasco*

*Discussion:None*

*For:All*

*Opposed: None*

*Motion Passes*