



**CATHOLIC INDEPENDENT SCHOOLS
DIOCESE OF VICTORIA
BOARD OF DIRECTORS MEETING
October 26, 2021
Regular Meeting 4:00 p.m. Via Zoom**

MINUTES

PRESENT: Bishop Gary Gordon Fr. William Hann Cynthia Bouchard
Manuel Achadinha Blanche Barco Alice Valiquette

REGRETS: Dale Gross Michael Doyle Audrey Thom

CHIEF FINANCIAL OFFICER: Leah MacKenzie

SUPERINTENDENT: Katja Groves

RECORDING SECRETARY: Heidi Pivaral

1. Call to Order and Opening Prayer

Cynthia Bouchard called the meeting to order at 4:09pm and Bishop Gary Gordon led the Opening Prayer.

2. Additions/Approval of the Agenda

MOTION:

To approve the agenda as presented.

**Alice Valiquette/Manuel Achadinha
Carried**

3. Approval of Minutes of September 21, 2021

MOTION:

To approve the Minutes of September 21, 2021 as presented.

**Manuel Achadinha/Alice Valiquette
Carried**

4. Guests

There were no guests in attendance at this meeting.

5. Business Arising from Previous Minutes

5.1. Board Documents for Review (Feedback)

Director Declaration Documents Feedback given:

- People need to know what they are signing for. There is nothing wrong having to read the whole document before people agree to be part of a committee or group.
- It is good to have open communication about it. We need a clear preamble and defined who it applies to.

ACTION:

Katja Groves, Leah MacKenzie and Cynthia Bouchard to finalize the document and circulate it to different committees.

6. Correspondence

No correspondence was received.

7. New Business

7.1. Board of Directors Members Term

The terms of three members is expiring. Michael Doyle (appointed), Audrey Thom and Alice Valiquette (elected). They need to submit the nomination form if they would like to stand for election. It will be advertised in parish bulletins and the nominees will be elected at the AGM.

8. Reports

8.1. Superintendent's Report

Katja Groves highlighted items in her report. Regarding vaccination for employees, the province is considering what will happen if vaccines are to be mandated to staff. She will have more information to share after the Superintendent's meeting next week. Katja Groves also informed that there is no update on Queen of Angels School.

8.2. Finances

a. 2020-21 Year-end Financials

Leah presented the Draft Consolidated Financial Statements from KPMG. It is a review and it has been recommended for approval by the Finance and the Audit committees. It would happen at the AGM.

b. 2021-22 Budgets to approve

Leah MacKenzie presented the schools' budgets for the current school year. She highlighted items in the report. Bishop Gary Gordon is very grateful for the great job that the finance team (Leah MacKenzie, Lise Derzaph, Janice Quibang, Sarah Fitzmaurice and Nansy Marsiglia) has been doing in order to get the grant from the government. Cynthia Bouchard also thanked the finance team and previous and current superintendent for the great results on the financial area.

Leah MacKenzie also informed that she is looking for a Board member to join the Audit Committee. Blanche Barco and Manuel Achadinha are willing to volunteer if needed.

8.3. Catholic Schools' Plan

Leah MacKenzie informed that we have \$300,000 to put down on the Catholic School's Plan debt for this year. She shared on the screen a report presented by Durwest Construction Management. The project is on budget and we are able to put some money on the contingency fund. DCG Philanthropic Services Inc., the company that has been helping with the fundraising campaign, is providing their services at a lesser level. We have raised over \$600,000.

8.4. Vicar of Education

Fr. William Hann will join the CISCBC meetings to work on the strategic plan for the Catholic schools in the province for the next 5 years.

Bishop Gary Gordon shared information about the Synod, which this time will be a two-year process inviting many people around the world to join the discussion on how laity, priests, bishops and religious can help the church make decisions. The faith reps of each school have been invited to join the diocesan meetings.

8.5. Council Reps Reports

- Alice Valiquette will attend tonight the St. Joseph's Local School Council meeting. It will be in person.

- Fr. William Hann has been attending the St. Patrick's Local School Council meetings. It is an active group with great ideas. Very skilled members.

9. Closing Prayer was led by Fr. William Hann.

10. MOTION to Adjourn the meeting at 5:13pm.

**Cynthia Bouchard/Manuel Achadinha
Carried**