

Finance & Facilities Committee Meeting

Date: April 4, 2017
Time: 3:44-5:12 p.m.
Location: Abbotsford School District Administration Office

TRUSTEES IN ATTENDANCE:

- Rhonda Pauls, Chair
- Phil Anderson
- Freddy Latham
- Stan Petersen
- Preet Rai (arrived at 4:15 p.m.)
- Cindy Schafer
- Shirley Wilson

STAFF IN ATTENDANCE:

- Kevin Godden, Superintendent
- Ray Velestuk, Secretary-Treasurer
- Cheryl McLeod, Recording Secretary
- Gino Bondi, Assistant Superintendent
- Dale Churchill, Director of Facilities (arrived at 3:50 p.m.)
- Linda Peters, Director of Finance

1.0 CALL TO ORDER

Chair Pauls called the meeting to order at 3:34 p.m.

2.0 APPROVAL OF THE MINUTES

2.1 Minutes of the Finance and Facilities Committee Meeting held February 14, 2017.
The Minutes of the Finance and Facilities Committee Meeting held February 14, 2017 were amended and approved to be presented at the Regular (Public) Meeting of April 11, 2017.

3.0 DELEGATIONS

There were no delegations.

4.0 FACILITIES UPDATE

4.1 Water Quality Report

This item is tabled until arrival of Facilities Director, Dale Churchill.

4.2 Long Term Facilities Plan (LTFP)

The Secretary-Treasurer informed the Committee that Consultant, Umur Olcay will no longer be working with the District on the Long Term Facilities Plan.

The Secretary-Treasurer and Facilities staff met with Capital Planning staff regarding future capital projects, including development of the Eagle Mountain property. Ministry staff raised the issue of space/cost options for temporary housing of students during the seismic project at ATSS/ATMS. The Ministry may suggest the use of swing space available at RHSS and Eugene Reimer. The district will be updating the Projection Definition Report and resubmitting to the Ministry.

4.3 Summer Games Legacy Fund Submission

The Secretary-Treasurer reported that three projects were submitted to the BC Summer Games Legacy Fund Committee.

Facilities Director, Dale Churchill arrived at the meeting.

The Facilities Director noted that it was difficult to find a small project that would leave a suitable legacy of the Summer Games. If the Legacy Committee expresses interest in one of the three as a joint project, the submission will be brought back to the Board.

4.1 Water Quality Report

The Director of Facilities reported that the project is complete and on-budget, with results sent to the Ministry and Fraser Health. All of the Ministry funding for this project was spent. The final report will be presented at the upcoming Regular (Public) Meeting of the Board.

5.0 FINANCE UPDATE

5.1 Financial Update – 2016-17

The Secretary-Treasurer provided a 2016-17 Budget update as of February month end, excluding student learning grant funds, with comparison to the same time period last year. The next Public Budget Meeting is on April 12th and staff are still working through the complexities surrounding the return to the 2002 Collective Agreement language.

Facilities Director, Dale Churchill excused himself from the Meeting.

Trustee Rai joined the meeting.

5.2 Budget 2017-18

The Secretary-Treasurer provided the Committee with ten documents, beginning with enrolment information. The following information was presented and discussed:

- Enrolment Projection
- 2016-17 Budget Forecast
- 2017-18 Operating Grants
- 2017-18 Revenue Estimates for all funds
- International Student Program Budget
- Budget Implications of returning to the 2002 Collective Agreement provisions related to class size and composition
- Classroom Enhancement Fund

6.0 MINISTRY INFORMATION/CORRESPONDENCE

There were no items presented.

7.0 BUDGET INFORMATION

There were no items presented.

8.0 FUTURE CONSIDERATIONS

8.1 Enterprise Risk Management (ERM)

The Secretary-Treasurer introduced a proposal from KPMG to develop a risk management system specific to our District. The purpose of this project would be to develop useful tools that can be used as best practice mitigation strategies to prevent and manage risk when it occurs. The proposal from KPMG estimates a cost of \$20,000. They will be invited to a future meeting to explain ERM to the Committee.

9.0 NEW BUSINESS

There were no items presented as New Business.

10.0 REPORTS

There were no reports presented.

11.0 ADJOURNMENT

There being no further business, the meeting adjourned at 5:12 p.m.