



Board of Directors

Agenda Meeting 5, October 10, 2014

LOCATION:

Coast Plaza Hotel, 10155-105 St., Edmonton, AB

ATTENDING:

MEMBERS:

Dr. Lorne Taylor, Chair
 Dr. Gregory Taylor, Vice-Chair
 Mike Beaver
 Arlin Hackman

Sheila Leggett
 Patricia McCunn-Miller
 Dr. Robert Page
 Jay Nagendran

RECORDING SECRETARY: Kelly Ness

STAFF: George Murphy, Lead Governance and HR; Val Mellesmoen, Communications; Prasad Valupadas, Evaluation and Reporting; Morna Hussey, Monitoring, Denise Auriat, Aboriginal Program, Shelly Little, Senior Financial Officer

DESIRED MEETING OUTCOMES:

- Appointment of CEO and delegation of authority for day-to-day operations of AEMERA
- Understanding of recent actions of CEO and Board committees
- Approval to amend bank signatories
- Understanding of progress in establishing the AEMERA Aboriginal program
- Understanding of DRAFT AEMERA Communications and Reporting Protocol
- Understanding of recent communications activities

*****7:30am breakfast meeting as per other schedule**

9:00-9:20	1. Welcome and Call to Order	Lorne Taylor
	1.1 In camera session (if desired)	
	1.2 Chair’s opening remarks	
	1.3 Approval of agenda and minutes Motion: That the agenda be accepted as presented (or amended). Motion: That the minutes be accepted as presented (or amended).	
	3. Board Business	
9:20-9:30	3.1 CEO Appointment and Delegation of Authority – for decision Motion: THAT the Board appoint Jay Nagendran as CEO for an interim period of up to a year, or until the board completes its recruitment of a CEO.	Lorne Taylor
	2. Reports	
9:30-9:45	2.1 Report from CEO	Jay Nagendran

9:45-10:00	2.2 Report from Board Transition Committee <ul style="list-style-type: none"> Verbal report of Oct. 1st and Oct. 7th Board Transition Committee conference calls <p>Motion: THAT the Transition Committee be renamed the CEO Search Committee and be delegated the responsibility to oversee and make recommendations to the Board on the search for AEMERA's CEO.</p> <p>Motion: THAT the Board approve the Chair entering into an agreement with Conroy Ross Partners to conduct the CEO search.</p>	Lorne Taylor/Sheila Leggett
10:00-10:15	2.3 Report from Finance and Audit Committee <ul style="list-style-type: none"> Verbal report of Oct. 9th committee meeting Draft minutes from September 15th included in package for information 	Bob Page
10:15-10:30	2.4 Report from Governance and Human Resources Committee <ul style="list-style-type: none"> Verbal report of Oct. 9th committee meeting 	Gregory Taylor

10:30-10:45AM BREAK

	3. Board Business	
10:45-11:00	3.2 Bank Signatories – for decision <ul style="list-style-type: none"> Changes are proposed to those who have authority to sign for disbursements/withdrawals on AEMERA's bank account 	Shelly Little
11:00-12:00	3.3 AEMERA Aboriginal Program– for information <ul style="list-style-type: none"> Overview of the program, recent activities 	Denise Auriat

12:00-12:30PM LUNCH

	5. Strategic Planning	
12:30-1:00	5.1 Follow up from Strategy Session – for information <ul style="list-style-type: none"> Report out on first session and next steps 	Patricia McCunn-Miller
	4. Communications	
1:00-1:20	4.1 DRAFT AEMERA Communications and Reporting Protocol – for information <ul style="list-style-type: none"> As follow up to September board meeting, an initial draft of an AEMERA communications protocol has been prepared for Board review 	Val Mellesmoen
1:20-1:40	4.2 Communications Update – for information <ul style="list-style-type: none"> Verbal update 	Val Mellesmoen
1:40-2:00	<i>In Camera Session</i>	

2:00PM MEETING ADJOURNED