



**HI CANADA**

**True North Hostelling Association  
O/A Hostelling International –  
Canada – Pacific Mountain Region**

**BOARD OF DIRECTORS  
MEETING SUMMARY**

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<b>DATE &amp; TIME:</b>	<b>Monday June 5, 2017, 7:00 pm – 7:30 pm</b>	
<b>PLACE:</b>	Zoom Call	
<b>PRESENT:</b>	Meghan Trepanier	1 <sup>st</sup> Vice Chair
	Peter Nietresta	2 <sup>nd</sup> Vice Chair
	Andrew Crossett	Director
	Kit Keener	Director
	Betty LaFave	Director
	Kie Shiroma	Director
<b>REGRETS:</b>	Lenore Neudorf	Chair
<b>GUESTS:</b>	n/a	
<b>STAFF:</b>	Alistair McLean	CEO
<b>RECORDER:</b>	Alistair McLean	CEO

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**1. Call meeting to Order**

- P. Nietresta, acted as Chair and called the meeting to order at 7:00pm MDT

**2. Approve the Agenda**

- P. Nietresta reviewed the agenda for the meeting.  
- There were no changes to the agenda.

**ON A MOTION DULY MADE:**

**BE IT RESOLVED THAT: the Board approves the agenda as presented, is hereby acknowledged and ratified by the Directors of the Association.**

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3. **Approve True North Audited Financial Statements Year Ending March 31, 2017**

- B. LaFave advised that the Audit Committee met with the Association's auditors, PriceWaterhouseCoopers LLP on Thursday June 1, 2017 to review the auditor's report and the financial statements for the HI-PM Region for the year ending March 31, 2017.
- B. LaFave reviewed the Audit Report to the Audit Committee and responded to a question on materiality.
- B. LaFave advised that again this year the audit is unqualified, which is what is wanted.
- P. Nietresta raised the issue on the management representation letter that J. Wyatt should be listed as a Director with a notation he is on leave and that A. McLean should not be identified as a director but as an officer if desirable. A. McLean to have auditors update the document.
- B. LaFave walked the board through the audited statements and notes.
- B. LaFave made a motion for the board to approve the audited statements and for presentation at the 2017 True North Hostelling Association Annual General Meeting.

**ON A MOTION DULY MADE:**

**BE IT RESOLVED THAT: the Board approves the True North Hostelling Association Audited Financial Statements for the year ending March 31, 2017 as presented and for presentation to the Members at the True North Hostelling Association Annual General Meeting on September 14, 2017 in Calgary, Alberta or at any adjourned date, is hereby acknowledged and ratified by the Directors of the Association.**

4. **Approve External Monitoring Report**

- B. LaFave reminded the Board that they had requested the auditors to carry out additional external monitoring on their behalf.
- B. LaFave directed the board members to the auditor's report on the 6 different operating procedures requested to be carried out.
- B. LaFave advised all was in line with policies and procedures. She clarified the one HR payroll comment and advised this was in line and had been approved on paper but with the change of payroll carriers at that time there had been a delay in updating the online info.

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**ON A MOTION DULY MADE:  
BE IT RESOLVED THAT: the Board accepts the external monitoring procedures report related to board policies 4.3.2 and 4.3.4 dated May 31, 2017 from PWC, is hereby acknowledged and ratified by the Directors of the Association.**

5. **Other Business**

- There was no other business.

6. **Adjournment**

- The meeting was adjourned at 7:23pm MDT.

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**Chair**

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**Secretary**