



HI CANADA

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

**BOARD OF DIRECTORS
MEETING SUMMARY**

DATE & TIME: Saturday November 3, 2018, 9:00am – 5:00pm
Sunday November 4, 2018, 9:00am – 2:00pm

PLACE: Calgary, Alberta

PRESENT: Meghan Trepanier Director
Peter Nietresta Director
Curtis Hemming Director
Kit Keener 2nd Vice Chair
Thomas Heyd Director
Kevin Pals Director
Betty LaFave Chair

REGRETS: Lenore Neudorf

GUESTS:

STAFF: Alistair McLean CEO

RECORDER: Alistair McLean CEO

1. Review Meeting Evaluation from September May 26-27, 2018 meeting

- B. LaFave reviewed the meeting evaluation from the previous board meeting.

2. Call to order

- The meeting was called to order at 9:14am MDT

3. Adoption of Consent Agenda

- B. LaFave reviewed the weekend agenda and no changes were made.

ON A MOTION DULY MADE:

BE IT RESOLVED THAT: the Board approves the board meeting consent agenda for November 03-04, 2018 meeting as presented, is hereby acknowledged and ratified by the Directors of the Association.

4. Attendance

- A. McLean advised that all directors are in compliance.

5. Adoption of minutes of last meeting

A. Sept 23, 2018 Board Minutes

- Minutes were passed under the consent agenda without any amendments.

B. True North AGM Minutes September 14, 2017

- Minutes were approved under the consent agenda with no amendments.

6. Ownership linkage

A. Ownership Linkage Update

- K. Pals provided an update of the Ownership Linkage Committee work on the upcoming meet up in Calgary and other future work.
- There was a discussion around the potential of a member meet up in Winnipeg. It was agreed that the OL Committee will organize a meeting in early 2019.
- K. Keener to forward the current 3 year Ownership Linkage plan to K. Pals

7. Board Education

A. HI PM Region Office Structure & Link to HI Canada

- A. McLean provided an educational session on the HI PM Regional Office structure and the links to the HI Canada national operations.

- The educational session was 75 mins.

8. Items for Decision

1. Ends

See session later in agenda

2. Governance Process

a. Board Calendar Review

- K. Keener reviewed the board calendar for the upcoming meetings.
- Next meeting is February 02-03, 2019 in Vancouver.
- The educational session, QAS has been moved to April 06/07, 2019. A new session to be arranged for the February meeting by the Governance Committee.

b. Committee Related Decisions

c. 2018/19 External Monitoring & Direct Inspection Plan

- K. Keener advised that the Governance Committee will be discussing this item at their next meeting and will bring forward a recommendation at the February board meeting.

d. Review 2018 True North AGM - Verbal Discussion

- AGM was held in Edmonton on September 20, 2018
- Good turn out of members at the meeting as well as the streetcar ride.
- no major changes for next year's meeting
- next AGM will be September 12, 2019 in Vancouver

e. Review 2018 and the 2019 Board Election Process

- K. Keener provided an update on the 2018 board election.
- K. Keener advised that there are 2 new board members for the 2018/19 board year.
- M. Trepanier advised the Nominations Committee will provide an initial report at the February

f. Review 2018 Board Retreat

- B. LaFave provided an update of the board retreat.

- There was an external consultant that walked the board through a strength deployment inventory session.

- g. International Meetings Update
 - A. McLean provided a lengthy update on the conference meeting, election results, motions, and the short CEO meeting held after the conference.
- h. Review of September Financial Statements
 - B. LaFave provided a review of the YTD financial statements as of September 30, 2018.
- i. 2019/20 Operating Budget Parameters
 - A. McLean provide a Power Point presentation
- j. CEO Ends Interpretations Review
- k. Appointment to the Lake Louise Joint Venture Board
 - A. McLean advised the board that we need to appoint someone to the Lake Louise Joint Venture board.
 - After a discussion, the board approved Peter Nietresta.

ON A MOTION DULY MADE:

BE IT RESOLVED THAT: the Board approves the appointment of Peter Nietresta as a board member of the Lake Louise Joint Venture Board, is hereby acknowledged and ratified by the Directors of the Association.

- l. Membership Project
 - P. Nietresta provided a detailed update on the latest membership project meeting and outcomes.
 - P. Nietresta reviewed the questions he forwarded to P. Unheim and some of the current new membership practices around the world.
 - The board then discussed the needs they saw for a new membership and what questions can we asked at some of the other National Associations to report back to the membership project workgroup.
- m. HI Canada Strategic Review Update
 - M. Trepanier provided a short update on the proposed HI Canada Strategic Review project. The first meeting was cancelled.

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- B. LaFave and A. Mclean provided an update on the next steps being taken by the HI Canada Board until all regions are on board to move forward with this project in early 2019.

9. Regional Financial Analysis - Presentation to HI C Board

- B.LaFave provided a short review of the high-level financial analysis recently completed of the three regions.
- Short discussion around the future viability of the HI Atlantic Region.

10. Executive Limitations

A. Executive Limitations

1. CEO Compensation Review

- B. LaFave provided a report on the CEO compensation review as per policy 3.4.3.1

11. Monitoring CEO Performance (Ends & Executive Limitations)

- Monitoring Section 4 Policies

12. For Purposes of Keeping the Board Informed & Aware

A. Board Expense Update

B. Jasper Development - Verbal Update

- A. Mclean provided an update on the construction of the hostel
- A. McLean advised the board of the appointment of the General Manager for the new hostel, Christa Laughlin which is effective January 01, 2019
- A. Mclean advised the board the need to pass a motion for RBC Dominion Securities regarding Funds invested for the Jasper project.

13. Parking Lot

RBC DC Resolution

- The board approved the RBC DC

14. Self Evaluation of governance process at this meeting

- Summary and Evaluation

15. Adjournment

Chair

Secretary