

**DRAFT MINUTES**  
**Joan of Arc Academy**  
**Meeting of the Board of Directors**  
**February 21, 2017 @ 6:30 P.M.**

**Present:** Patrick Foody, Chair (via conference call)  
Tony Nguyen, Vice-Chair  
Atul Aggarwal  
Michael Judd  
Tara Blasioli  
Guy Giorno (via conference call)  
Daniel Carr

**Regrets:** Melanie Adrian  
Dana Dingman-Bailes  
Sridevi Kumar

**Also Present:** Pierrette Poliquin, Head  
Natalie Charest

<b>AGENDA ITEM</b>
<b>1. CALL TO ORDER</b>
The Vice Chair called the meeting to order at 6:44 p.m. and declared quorum.
<b>1. APPROVAL OF THE AGENDA</b>
The Agenda was approved.
<b>1. APPROVAL OF MEETING MINUTES</b>
The meeting minutes from the February 7, 2017 meeting were reviewed and approved.
<b>4. REVIEW OF ACTION LOG ITEMS</b>
Items on the Action Log were reviewed. Some items remain active.
<b>5. REPORT FROM THE HEAD</b>

A brief update was provided. The Head let the Board know that there were no complaints received about the increase in tuition.

The Head also advised that a company would be in the school this week to replace the key locks and install new HD cameras.

#### **6. UPDATE ON HEAD RECRUITMENT**

The Chair advised that the Headhunter has identified three external candidates for the position of the new Head. The Chair has had phone call interviews with each. Formal interviews are to be planned and scheduled with the sub-committee. In total, there are four prospective candidates. The hiring subcommittee hopes to have an update on the recruitment process for the next Board meeting.

#### **7. BOILER PRESENTATION**

A representative from the industry was invited to attend the Board meeting to discuss boiler replacement options. Currently, this is being viewed as a preventative maintenance task, and is not something that requires immediate action.

It was agreed that more information on repair costs versus full replacement costs be received. Proposals from various vendors will be sought, reviewed and presented to the Board before any action is taken.

More information about incentive discounts offered from Enbridge was also requested.

#### **8. COMMITTEE OPERATIONS AND REPORTING**

##### i. Footy7s

No new update.

##### ii. Finance

No concerns. A quarterly financial update to be provided at next meeting.

##### iii. Facilities Management

Subcommittee to work with management on getting quotes from various companies on repair/maintenance costs versus full replacement.

##### iv. Governance

The assigned sub-committee will be meeting in the next few weeks to review documents.

**IN CAMERA SESSION**

The JOA Board had an in camera session after a motion was made and seconded. The session commenced at 7:49pm and lasted for 19 minutes.

**NEXT MEETING AND ADJOURNMENT**

The next meeting is scheduled for Tuesday, March 21, 2017 at 6:30pm.

*The meeting was adjourned at 8:08pm.*

**ACTION LOG**

<b>Action Item</b>	<b>Lead</b>	<b>Status</b>	<b>Due Date</b>
Board is to develop criteria for replacement members, and to identify new candidates to fill those roles.	ALL	Active	
Board needs to actively seek two new external members, preferably with a marketing and/or education background, and preferably French	ALL	Active	
Management will report back to the Board in April with information about potential financial aid and mean versus academic assessment.	Mgt	Active	April 2017
Research on costs for boiler replacement versus repairs.	Tara Blasioli	Active	May 2017
Quarterly financial review of 2016 year end numbers,	Atul Aggarwal	Active	April 2017

