

Inner City Youth Development Association  
Meeting Minutes  
January 18, 2023

**Call to order:** 4:53pm

**Roll call:** Joe Cloutier, Nikolai Linden, Michael Ho, Cheryl Joyce, David Anli, Patrick Twinn, Lori Choong, Charlene Hay, Jay Gilday, and Cory Chan

**Regrets:** Alexina Dalgetty

**Approval of Agenda:**

Charlene Hay moves to approve the agenda, Michael Ho seconds the motion. All in favor, none opposed. Motion carried.

**Approval of Minutes:**

Jay Gilday moves to approve the November minutes, Michael Ho seconds the motion. All in favor, none opposed. Motion carried.

**BOARD DEVELOPMENT:**

- Harmail Natt has resigned from the board. The board recognizes and thanks Harmail for all the work he has contributed to the organization.

**SCHOOL/PROGRAM REPORT:**

**Inner City High School Report (Joe):**

**School Report**

- Surprising number of new students registered, outnumbered senior students which prompted conflict in the school and promoted the use of alcohol within the students.
- Suspended those students who were disruptive to both other students and to the teachers.
- Strengthened eligibility criteria for 19 year olds to continue at school (as they become role models at the school).
- Sexual abuse has been reported from after school events, this was reported to the authorities (police) and is being investigated.
- Cory Chan raised concerns due to the recent incidents related staff and students and requested associated policies be updated. The Policy Review Committee will be reviewing the policy on workplace violence, workplace harassment, and abuse.
- This February will be the 30<sup>th</sup> anniversary of Inner City High School

**ICYDA Operations Report (Nikolai):**

**Youth Engagement Report**

- End of November and into December was a very tough period for youth engagement staff. As Joe mentioned, addictions (particularly drinking) and concurrent violence outside of school were on the rise. This drinking also trickled into the school. These issues resulted in student conflicts that youth engagement and administration had to resolve throughout the course of the month. This outside violence also led to legal difficulties, which kept our court worker very busy. Depression was also on the rise in this period, resulting in a slight increase in review or development of suicide safety plans. Nonetheless, the Christmas celebration and winter holidays appeared to be a success for both students and staff as we've seen a more positive return in January so far.

### *Inclusive Education Report*

- All 147 submitted files have been approved! However, this submission process was the most difficult that we have experienced to date. As you may recall, we had significant staff transitions on the Inclusive Education team moving into this year and a couple of our new staff did not work out. Intakes and file management were not up to par. So, we had to lay off two psychological assistants in December. Also, 105 of the 147 student files submitted were for new students, which is a significant departure for the half/half new/returning students submission that we are used to. The load of new students also proved to be too much for our school psychologist who had to repeatedly get deadline extensions for Alberta Education. As a result, we will be looking for ways to restructure our inclusive education

### **FINANCIALS:**

- Meeting with the auditors completed on November 17, 2022. Board members approved the audited financial statements via email on November 22, 2022 by a majority vote.

### **December 2022 Financial Summary**

- Revenues to the end of December are \$48,000 less in 2022-23 than in 2021-22.
  - Decreased revenue is due mainly to decrease in Edmonton Oilers Community Foundation and federal Family Violence Prevention Program funding partially offset by National Indian Brotherhood funding and an increase in Alberta Education funding.
  - Over the course of the 2022-23-year Alberta Education revenue is expected to match the 2021-22 amount.

- Expenses to the end of December are about \$117,000 more in 2022-23 than in 2021-22.
  - To date, salaries and benefits are \$77,000 more in 2022-23 than 2021-22. ICYDA had three more active employee in December 2022 compared to December 2021.
  - Other expense increases year-to-date in December 2022 include \$8,000 in computer and cell phone purchases, \$9,500 utilities increase, and \$6,600 food cost increase.
  - Twenty-five more students were assessed in the current year compared to 2022 resulting in a \$25,000 increase in student assessment costs.
- Although revenues have decreased and expenses have increased compared to the previous year, the financial position is adequate with positive net income year-to-date.

Patrick Twinn moves to approve the December 2022 financial statements. Charlene Hay seconds the motion. All in favor. None opposed. Motion carried.

Michael Ho moves to authorize \$600,000 to be invested in a Servus Credit Union GIC at 2.75% for 90 days commencing on January 20, 2023. Cory Chan seconds the motion. All in favor. None opposed. Motion carried.

#### **APPROVAL OF ANNUAL EDUCATION RESULTS REPORT (AERR)**

- Charlene Hay moves to approve the AERR as presented. Patrick Twinn seconds. All in favor, none opposed. Motion carried.

#### **REVIEW OF 3-YEAR STRATEGIC PLAN**

- Will be tabling this as an agenda item for February's Board meeting.

#### **BOARD SUBCOMMITTEE UPDATES:**

- Building Committee (Joe, Patrick, David)
  - Board members voted via email to approve a signed resolution by David to add Joe, Nikolai, Patrick, Cory, and Michael as signing authorities for the GICB (Green and Inclusive Community Buildings) initiative. A majority vote approved the resolution on January 11, 2023.
- Policy Committee (Joe, Michael, Cory, Lori, Nikolai)
  - Policy Committee to review the potential development of a “Staff Safety” policy.

#### **NEW BUSINESS**

- Proposal for next Board Meeting to be conducted in person. Nikolai and Joe to work on logistics of how to setup the next meeting at the school.

**Next Meeting is February 15, 2023 @ 5:15pm**

**Meeting adjourned at 6:13pm**

Inner City Youth Development Association  
Meeting Minutes  
February 15, 2023

**Call to order:** 5:30pm

**Roll call:** Joe Cloutier, Nikolai Linden, Michael Ho, Cheryl Joyce, and Lori Choong

**Regrets:** Patrick Twinn, Cory Chan, David Anli, Charlene Hay, Jay Gilday, and Alexina Dalgetty

**Quorum could not be established at the start of the meeting. The meeting proceeded without the ability to pass any motions.**

**Approval of Agenda:**

Approval of agenda could not be completed due to inability to establish quorum for this meeting.

**Approval of Minutes:**

Approval of the January minutes could not be completed due to inability to establish quorum for this meeting. This will be tabled for the March meeting.

**SCHOOL/PROGRAM REPORT:**

**Inner City High School Report (Joe):  
School Report**

- We have 130 students registered
- Students are active and we have many sports going on for example, volleyball, basketball, floor hockey
- We have a ski trip planned for March 9th 42 students have registered. All students taking part in the ski trip have to attend two safety sessions before they go and they received lessons at the ski hill. After the lessons they're giving a bracelet that determines which lifts they can go up.
- I made a presentation before Christmas that included a hip hop song about missing and murdered women and girls. Song was written and recorded by one of our students and I presented it at several international education Web-based conferences.
- For the past few months a few students and staff have been making a video to go along with the the hip hop song. The staging of the video is nearing completion. it was filmed in a church on the Fort Edmonton grounds and other locations.
- Our over 20 students are governed by a new set of criteria and closely monitored, as I discussed in our last meeting.
- As of today, and this can change as time goes on, 14 students are on track to graduate. With students will have a full diploma and two will have certificates of achievement. the full diploma, as you are likely aware, makes it possible to attend a college or university rather than be tracked into a lower level career.

## **ICYDA Operations Report (Nikolai):**

### **Youth Engagement Report**

- Currently two practicum students from MacEwan University Social Work Program and Norquest Child & Youth Care Program.
- After-School Outreach program is expanding to work with Spirit North (a national Indigenous charitable organization for youth) to increase range of outdoor activities (e.g., outdoor skiing).
- In addition to Armand Siliverquill who is currently working to complete his Social Work diploma through MacEwan University, Tanys McGilvery is upgrading from her Diploma towards a Degree in Social Work through Blue Quills University and will be completing some of her practicum through ICYDA.
- The team is working to accommodate challenges/changes to the Edmonton Foodbank.

### **Inclusive Education Report**

- Restructuring, which will include the following:
  - Changes to assessment by digitizing paper processes and developing automated documents
  - Inviting our School Psychologist to work with the rest of the team on SharePoint
  - Retaining Kathleen Holmstrom and contracting Yasmine Boulos (both graduate students in School Psychology with a history leading the Inclusive Education team) to provide direct support for report writing to our school psychologist.
  - Focus on continued training for our newest members of the team (e.g., counselling techniques, probing support).
  - Hiring one more psychologist assistant in the spring
- Rolling out an Assistive Technology Plan with our new Assistive Technologist (Kristine Baker)
- Inputting agency data

## **FINANCIALS:**

### **January 2023 Financial Summary**

- Revenues to the end of January are \$55,000 less in 2022-23 than in 2021-22.
  - Decreased revenue is due mainly to decrease in Edmonton Oilers Community Foundation and federal Family Violence Prevention Program funding partially offset by National Indian Brotherhood funding and an increase in Alberta Education funding.
  - Over the course of the 2022-23-year Alberta Education revenue is expected to match the 2021-22 amount.

- Expenses to the end of January are about \$133,000 more in 2022-23 than in 2021-22.
  - To date, salaries and benefits are \$92,000 more in 2022-23 than 2021-22. ICYDA had one more active employee in January 2023 compared to January 2022.
  - Other expense increases year-to-date in January 2023 include \$9,400 equipment increase for computer, cell phone and flag purchases, \$13,200 utilities increase, and \$7,600 food cost increase.
  - Twenty-five more students were assessed in the current year compared to 2022 resulting in a \$25,000 increase in student assessment costs.
- Although revenues have decreased and expenses have increased compared to the previous year, the financial position is adequate with positive net income year-to-date.

January 2023 financial statements could not be approved in this meeting due to quorum not being established. Michael Ho will request approval through email to the board.

Two board members are needed to sign the FCSS Program Schedule for the 2022 calendar year financial report submission. Michael Ho to request volunteers via email to the board and Cheryl Joyce to collect signatures via electronic signature.

### **REVIEW OF 3-YEAR STRATEGIC PLAN**

- Tabled until next meeting due to absence of several board members.

### **BOARD SUBCOMMITTEE UPDATES:**

- Building Committee (Joe, Patrick, David)
  - Funding agreement is being prepared according to recent communications to Joe today via email.
- Policy Committee (Joe, Michael, Cory, Lori, Nikolai)
  - Policy Sub-committee met on February 9, 2023 (see meeting minutes) to review Policies 7040 and 7050. All members agreed to action on development of a form that allows for documentation of informal complaints and action plans developed.
  - Nikolai Linden also presented his plans for revisions over the next school year. Priority was determined to start development of occupational health and safety policies.

### **NEW BUSINESS**

- Discussion of future meetings having an in-person option for those that can attend this way. Nikolai to test out tech and report back in the March meeting in preparation for the availability of this option in the April meeting.

**Next Meeting is March 15, 2023 @ 5:15pm**

**Meeting adjourned at 5:57pm**



Inner City Youth Development Association  
Meeting Minutes  
March 15, 2023

**Call to order:** 5:20pm

**Roll call:** Joe Cloutier, Nikolai Linden, Michael Ho, Cheryl Joyce, David Anli, Jay Gilday, Cory Chan, and Alexina Dalgetty

**Regrets:** Patrick Twinn and Lori Choong

**Approval of Agenda:**

David Anli moves to approve the agenda, Michael Ho seconds the motion. All in favor, none opposed. Motion carried.

**Approval of Minutes:**

Michael Ho moves to approve the January minutes, Jay Gilday seconds the motion. 5 in favor, none opposed. 1 abstained. Motion carried.

**BOARD DEVELOPMENT:**

Charlene Hay has submitted her resignation from the board to Michael Ho and Joe Cloutier. The board thanks her for her service to the organization and hope to have her rejoin in the future.

Patrick Twinn has informed Michael Ho he will be taking a break from board for the next few months to support his brother transition to the Chief of the Sawridge Band. He will continue to be included in communications and will inform Michael Ho when he is ready to return in June 2023.

**SCHOOL/PROGRAM REPORT:**

**Inner City High School Report (Joe):**

**School Report**

- Sports/active games has a lot of engagement from the students
- 151 students registered
- 60-80 students in the building at one time.
- 14 on track to graduate
- School wide trip – Skirts of Fire event was a wide success
- Guest Speaker coming to the school March 23<sup>rd</sup>
- June 21<sup>st</sup> – 30<sup>th</sup> anniversary of the Inner City High School. 33<sup>rd</sup> anniversary of ICYDA. Event is being planned. More to come on this for the next meeting.

**Building Update:**

- Completed the first draft of the contribution agreement. Second draft is near finalized.

- Revised the schedule and anticipated 90% of construction will be done this summer.

### **ICYDA Operations Report (Nikolai):**

#### **Youth Engagement Report**

- No major updates
- Professional development focus in the next couple of months
- Youth Engagement activities during the summer months have been put together (starting the 2nd week of July for 6 weeks), however will require some adjustments to accommodate building construction work.

#### **Inclusive Education Report**

- Focusing on preparedness on processing student applications as the number has been increasing year after year.
  - Initiative of digitizing applications and processes being discussed
  - Looking at streamlining
- Hired a technologist in looking into assisted technology to the program
- New Inclusive Education staff and getting up to speed

### **FINANCIALS:**

Cory Chan and Michael Ho volunteered following last meeting to sign the FCSS schedule electronically for submission.

Cory Chan moved to approve the January 2023 financials via email. Michael Ho seconded the motion via email. Six members in favor, none opposed, 1 abstain. Motion carried.

### **February 2023 Financial Summary**

- Revenues to the end of February are \$75,000 less in 2022-23 than in 2021-22.
  - Decreased revenue is due mainly to decrease in Edmonton Oilers Community Foundation and federal Family Violence Prevention Program funding partially offset by National Indian Brotherhood funding and an increase in Alberta Education funding.
  - The 2022-23 Alberta Education funding calculation was adjusted in February. Over the course of the 2022-23-year Alberta Education revenue will be about \$99,000 more than the 2021-22 amount.
- Expenses to the end of January are about \$145,000 more in 2022-23 than in 2021-22.

- To date, salaries and benefits are \$105,000 more in 2022-23 than 2021-22. ICYDA had one more active employee in February 2023 compared to February 2022.
- Other expense increases year-to-date in February 2023 include \$10,000 equipment increase for computer, cell phone, flag, and other small purchases; \$13,200 utilities increase, and \$8,200 food cost increase.
- Twenty-five more students were assessed in the current year compared to 2022 resulting in a \$25,000 increase in student assessment costs.
- Although revenues have decreased and expenses have increased compared to the previous year, the financial position is adequate with positive net income year-to-date.

Cory Chan moves to approve transfers of funds between the operating and high interest savings bank accounts upon authorization of two signatories such that the operating bank account maintains a balance sufficient to meet obligations as they become due, and the high interest savings account maintains a minimum balance corresponding to the capital reserve. Jay Gilday seconds the motion. All in favor, none opposed. Motion carried.

Cory Chan moves to approve the February 2023 financials. David Anli seconds the motion. All in favor, none opposed. Motion carried.

### **REVIEW OF 3-YEAR STRATEGIC PLAN**

- Copy of it is on the SharePoint for Board's review
  - Located in the SharePoint within the "Strategic Plan" Folder
- Reviewed the 5 Goals as part of the 3 Year Strategic Plan
- Joe and Nikolai to review the Strategic Plan in May/June.

### **BOARD SUBCOMMITTEE UPDATES:**

- Building Committee (Joe, Patrick, David)
  - Update under School/Program report
- Policy Committee (Joe, Michael, Cory, Lori, Nikolai)
  - Policy Committee met last month
  - List of policies were put together and prioritized
  - Workplace Occupational Health and Safety was prioritized
    - Draft Policy and Manual
    - Now requires a committee (Half management and half employees)
    - Vice Principal will be the co-chair
    - Committee will require training (already underway)
    - Committee will review the policy

- Policy Manual and Operation Manual will be developed

**NEW BUSINESS**

- In-Person Board Meeting Option at the School
  - Discussed the possibility of an in-person meeting option at the school.
  - Idea was tabled for April's meeting

**Next Meeting is April 19, 2023 @ 5:15pm**

**Meeting adjourned at 6:20 pm**

Inner City Youth Development Association  
Meeting Minutes  
April 19, 2023

**Call to order:** 5:16pm

**Roll call:** Joe Cloutier, Nikolai Linden, Michael Ho, Cheryl Joyce, Jay Gilday, and Lori Choong.

**Regrets:** Patrick Twinn, Alexina Dalgetty, David Anli, and Cory Chan

**Approval of Agenda:**

Jay Gilday moves to approve the agenda, Lori Choong seconds the motion. All in favor, none opposed. Motion carried.

**Approval of Minutes:**

Jay Gilday moves to approve the March minutes, Michael Ho seconds the motion. One abstained, none opposed. Motion carried.

**BOARD DEVELOPMENT:**

No new updates.

**SCHOOL/PROGRAM REPORT:**

**Inner City High School Report (Joe):**

**School Report**

- On Monday we begin the last of our four semesters Semester 2b
- The energy in the school is mostly positive
- Morning staff meetings follow the Action Research model and are helpful in keeping track of the situations and well being of all youth
- Dallas Arcand, World Champion Hoop Dancer and Motivational Speaker danced and presented for most of one afternoon
- Our School Elder Margorie picked ceremonial cedar in Hinton for use in the school
- We have 14 students on track to graduate

**Fundraising Report:**

- Individual donations are increasing
- We received \$5500 from a luncheon in Mr. Josie's name on his 100th Birthday
- A few years ago a restaurant in Sherwood Park chose Inner City as the organization they would fundraise for
- This year their parent company donated \$9,000 to us
- Walmart stores donate \$1000 yearly to us. Usually between five and nine stores each year

## **ICYDA Operations Report (Nikolai):**

### **Youth Engagement Report**

- Standard program processes in place, nothing too new to report
- One social worker left the agency over spring break. We will be looking to hire a new social worker shortly.
- Focus during the last semester will be: youth/student transitions
- Will be developing and implementing 2023-2024 student recruitment processes
- Summer program plans in place, but will be adjusted based on construction schedule

### **Inclusive Education Report**

- Preparing for new digital processes (digital)
- Working to revise our intake form
- Will be hiring and training a new psychological assistant
- Preparing to implement a new assessment process for the 2023-2024 year

## **FINANCIALS:**

### **March 2023 Financial Summary**

- Revenues to the end of March are \$66,000 less in 2022-23 than in 2021-22.
  - Decreased revenue is due mainly to decrease in Edmonton Oilers Community Foundation and federal Family Violence Prevention Program funding partially offset by National Indian Brotherhood funding and an increase in Alberta Education funding.
  - The 2022-23 Alberta Education funding calculation was adjusted in February. Over the course of the 2022-23-year Alberta Education revenue will be about \$99,000 more than the 2021-22 amount.
- Expenses to the end of March are about \$160,000 more in 2022-23 than in 2021-22.
  - To date, salaries and benefits are \$120,000 more in 2022-23 than 2021-22. ICYDA had one more active employee in March 2023 compared to March 2022.
  - Other expense increases year-to-date in February 2023 include \$6,000 equipment increase for computer, cell phone, flag, and other small purchases; \$13,500 utilities increase, and \$9,800 food cost increase.
  - Twenty-five more students were assessed in the current year compared to 2022 resulting in a \$25,000 increase in student assessment costs.

- Although revenues have decreased and expenses have increased compared to the previous year, the financial position is adequate with positive net income year-to-date.
- Alberta Education has provided the funding projection for the 2023 – 24 year. ICYDA can anticipate receiving approximately \$500,000 beyond the 2022 – 23 Alberta Education funding amount. This is due to increasing enrolments as well as increased funding rates. For the first time, ICYDA will be receiving funding targeted to transporting students to and from school.

Michael Ho moves to approve the March 2023 financials. Jay Gilday seconds the motion. All in favor, none opposed. Motion carried.

### **REVIEW OF 3-YEAR STRATEGIC PLAN**

- Joe and Nikolai to review the Strategic Plan in May/June.

### **BOARD SUBCOMMITTEE UPDATES:**

- Building Committee (Joe, Patrick, David)
  - The building has been crawling with general contractors and trades people
  - The plan is to complete 90% of the construction this summer
  - Our contribution agreement is finalized and waiting for signatures
  - In the coming weeks together with the architects we will select the General Contractor and plan to manage the disruption
- Policy Committee (Joe, Michael, Cory, Lori, Nikolai)
  - Health and Safety draft policies ready for review
  - Board Self-Governance draft policies ready for review
  - Review process discussed. Nikolai plans to email links to the OneDrive copies of the policies for review by the subcommittee. Subcommittee to review and communicate approvals via email.

### **NEW BUSINESS**

- In-person board meeting option at the school will be available for the May board meeting.
- June 21, 2023 is being organized for a graduation ceremony – all board members are encouraged to attend if able.
- Jay Gilday reminded the board of the Canada Post Community Foundation application for future funding opportunities.

**Next Meeting is May 17, 2023 @ 5:15pm**

**Meeting adjourned at 6:05 PM**



Inner City Youth Development Association  
Meeting Minutes  
May 17, 2023

**Call to order:** 5:27pm

**Roll call:** Joe Cloutier, Nikolai Linden, Michael Ho, Lori Choong, Alexina Dalgetty, David Anli, and Cory Chan

**Regrets:** Patrick Twinn and Jay Gilday

**Approval of Agenda:**

Lori Choong moves to approve the Agenda, Alexina Dalgetty seconds the motion. All in favor, none opposed. Motion carried.

**Approval of Minutes:**

Lor Choong moves to approve the April minutes, Michael Ho seconds the motion. All in favor, none opposed, 3 abstained. Motion carried. Alexina Dalgetty, Cory Chan, and David Anli abstained as they were not present last board meeting (April 19<sup>th</sup>)

**BOARD DEVELOPMENT:**

- Joe Cloutier will be receiving an Integrity Award from the Edmonton Rotary Club on May 18, 2023 at the Integrity Awards Gala.
- AGM planned for June 21 at 5:15pm.
- **ACTION:** Joe and Nikolai to send out notification through Jeff Day to post on the school website for members to attend

**SCHOOL/PROGRAM REPORT:**

**Inner City High School Report (Joe):**

**School Report**

- Students appreciated the BBQ we held in the school parking lot May 17<sup>th</sup>.
  - 72 burgers and 45 hot dogs
- Attendance is good for the time of year
- Our sports groups are active and the energy is good
- The home communities of some of our students are unfortunately caught in the fires sweeping the province.
- As the school year winds down we are looking at transitions and how we can support students as they reach they graduate or reach the age where they are no longer funded
- June 27, 2023 is being organized for a graduation ceremony – all board members are encouraged to attend if able. 12 students are on track to graduate with full diploma.
- **ACTION: Joe and Nikolai to send out graduation ceremony details to Board Members.**

**Fundraising Report:**

- We were successful in our application for a \$70,000 grant with the The Community Services Recovery Fund to automate and digitize much of our data collection, improving our ability to respond to youths needs in a timely fashion and improve our reporting.
- We will also develop fundraising tools to help track and target funders
- We also received more infrastructure funding from a different department that we are working to sort out now. I will have more information at our next meeting.

**ICYDA Operations Report (Nikolai):****Youth Engagement Report**

- Youth Engagement staff are focused on student transitions right now, which include meetings with youth external supports (e.g., caseworkers and group home staff) to determine plans for the summer and next year.
- Nikolai has been working with MAPS and Youth Agency Collaboration (YAC) to improve youth referrals into the program for September, develop stronger inter-agency collaboration and explore related program data opportunities.

**Inclusive Education Report**

- Inclusive Education staff have been busy starting new assessments for September and developing new processes for the September assessment rush, including digitization and automaticity processes. We are working closely with nSymbol to develop these capacities.
- We will also be interviewing for a new Psychological Assistant over the next month.

**FINANCIALS:****GIC**

- Servus also automatically renewed the \$600,000 GIC including interest earned that matured on April 20 without authorization.
- Cheryl notified Servus to not do this without the Board's approval. Motion to be carried after the fact.
- Michael Ho moves to approve the \$604,068.49 to be invested in a Servus Credit Union GIC at 2.5% for 90 days commencing on April 20, 2023. Lori Choong seconds the motion. All in favor, none opposed. Motion carried.

**April 2023 Financial Summary**

- Revenues to the end of April are \$60,000 less in 2022-23 than in 2021-22.

- Decreased revenue is due mainly to decrease in Edmonton Oilers Community Foundation and federal Family Violence Prevention Program funding partially offset by National Indian Brotherhood funding and an increase in Alberta Education funding.
- The 2022-23 Alberta Education funding calculation was adjusted in February. Over the course of the 2022-23 year Alberta Education revenue will be about \$99,000 more than the 2021-22 amount.
- Expenses to the end of April are about \$180,000 more in 2022-23 than in 2021-22.
  - To date, salaries and benefits are \$137,000 more in 2022-23 than 2021-22. ICYDA had one more active employee in April 2023 compared to April 2022.
  - Other expense increases year-to-date in February 2023 include \$6,000 equipment increase for computer, cell phone, flag, and other small purchases; \$13,500 utilities increase, and \$9,800 food cost increase.
  - Twenty-five more students were assessed in the current year compared to 2022 resulting in a \$25,000 increase in student assessment costs.
- Although revenues have decreased and expenses have increased compared to the previous year, the financial position is good with positive net income year-to-date.

Cory Chan moves to approve the April 2023 financials. Lori Choong seconds the motion. All in favor, none opposed. Motion carried.

## **ALBERTA EDUCATION BUDGET REPORT**

Alberta Education – funds 95% of our budget.

Included Retention Incentive (8%) for 2022-2023, 13% for the following year. We should still maintain a surplus but dedicated to the retention.

Alberta Education Transportation Funding – criteria has changed

Cory Chan moves to approve the Alberta Education Budget Report for the year ending August 31, 2024. Michael Ho seconds the motion. All in favor, non-opposed. Motion carried.

### **ACTION:**

- Michael, Cory, and Joe will need to sign the Alberta Education Budget Report.

## **ACTION:**

- David Anli to add Building Financial Review as part of the Board Meeting Agenda (moving forward)
- Joe Cloutier to work with Cheryl on sending out Building Financials on a monthly basis to the Board members.

Michael Ho moves to approve the first advance on the Building Retrofit project in the amount of \$232,892.47 payable to Reimagine Architects. Cory Chan seconds the motion. All in favor, none opposed. Motion carried.

## **ACTION:**

Joe Cloutier to discuss with Cheryl regarding Board approval of funds for the Building Retrofit project to timely process Contractor invoices. Propose to Contractor to provide monthly estimated costs early for Board to approve to expedite invoicing processing times.

## **REVIEW OF 3-YEAR STRATEGIC PLAN**

- Joe and Nikolai to review the Strategic Plan, will send and present to the Board during Septembers Board Meeting.

## **BOARD SUBCOMMITTEE UPDATES:**

- Building Committee (Joe, Patrick, David)
  - The contribution agreement for the Green and Inclusive Community Building Program was signed off by Joe Cloutier and Patrick Twinn on May 2, 2023.
- Policy Committee (Joe, Michael, Cory, Lori, Nikolai)
  - Nikolai has shared links attached to the policies ready for review:
    - Health and Safety draft policies - ready for committee review
    - Board Self-Governance draft policies ready for committee review
    - Personnel draft policies is in progress – almost ready for review
  - Discussed next priority of financial policies review

## **NEW BUSINESS**

- **None.**

**Next Meeting is the ICYDA AGM on June 21, 2023 @ 5:15pm**

**Meeting adjourned at 6:30PM**