

Annual General Meeting Minutes

Tuesday, April 22, 2025 | Cranbrook Golf Course

Attendees: (In Person)

Sheena Svitch, President;
John McDonaugh, VP;
Andrea Hyde, Chief Steward;
Kevin Boehmer, Chief Bargainer
Larry Maki, Member at Large;
Amanda Goforth, Member at Large;
Joan Kaun, Past President/Treasurer;
Pamela Hellewell, Executive Assistant,
Lynn Wood
Dave Dick
Kathy Nelson
Kristie Krisher

Greg McCallum
Tim Ross
Michelle Lord
Michele A Sam
Butch Butalid
James Wishart
Larry Maki
Tim Haine
Kate McWhirter
Sharon Demaine
Jody Mendenhall
Tara Ramdin

Ben Hellewell
Luis Rodriguez
Allison Platt
Katie Burles
Kevi Remple
Avery Hulbert
Patti Thygesen
Sheldon Dwyer
Liz Hamilton
Ben Tippet

Attendees: (Online)

Karin Ogilvie
Jenny Gutzman
Noelene Terblanche
Paula Harper
Nathan Dueck
Jeff Quinn
Amber Kostuik

Anna-Marie Rautenbach
Kelly Fyke
Dare Sokoya
Barb Eckersley
Andrena Heigh
Jani Vogel
Natalie Lesage

Jen Siemens
Mary Shier
Candice Estrela
Vance Mattson
Jen Girvin

1. Order of Business called to order at 4:08pm

a. Territorial Acknowledgement - *Sheena Svitch, President*

Sheena acknowledged that we are meeting on the traditional homelands of the Ktunaxa people. I also wish to acknowledge the Kinbasket, Shuswap, and Metis people that also live in our region. May we respect the land in all that we do.

b. Approval of the Agenda - *Sheena Svitch, President*

Motion: to approve the Annual General Meeting agenda as presented today.

Motion by Joan Kaun, seconded by Michele A Sam **Carried.**

c. Housekeeping - *Sheena Svitch, President*

Dinner will be served at 5, so we'll be taking a 20 minute break for everyone to get their food.

2. Minutes of Previous Annual General Meeting - *Sheena Svitch, President*

a. Annual General Meeting April 24, 2024

Motion: to approve the Annual General Meeting Minutes on April 24, 2024, with an edit of the spelling of Michele A Sam's name corrected.

Motion by Allison Platt, seconded by Butch Butalid **Carried.**

3. Introduction of Current Executive - *Sheena Svitch, President*

Sheena introduced the whole CORFA Executive to the membership.

4. Greetings From FPSE - *Brent Calvert*

Brent C joined us online and gave a FPSE verbal update.

Key points to highlight:

- FPSE stands for Federation of Post-Secondary Educators and represents about 10,000 faculty and staff members in the province.
- All of the FPSE institutions (18) are experiencing turmoil right now and loss of jobs. It ranges between the institutions with sections being cancelled to loss of full programs. The programs being affected are generally the same - programs that relied a lot on international student money.
- Lots of government lobbying at the provincial level about the need to help post-secondary institutions get through the deep losses in revenue.
- FPSE provides our Staff Rep, Pierre, who we run things through from bargaining, to grievances, to CORFA policy. He also provides training at times to our local.
- If a grievance reaches the stage of arbitration, if approved, FPSE pays for the legal costs. They paid for an internal investigation CORFA had last year.
- The FPSE AGM (There: Mobilizing for Public Education) is coming up the week of May 12. CORFA will make sure to report out items of interest that we hear about. Michele A Sam and Joan Kaun will be attending along with Sheena Svitich.
- CAUT campaign -UnlockEducation more info coming late April/May.
- Special thank yous to Andrea Hyde, Kevin Boehmer, Larry Maki (AI working group), Jody Mendenhall (Librarian & Archivists group), and Sheena Svitich from Brent Calvert, FPSE President, recognizing their efforts, time and skills.

5. Reports and Announcements

a. President's Report - *Sheena Svitich*

Sheena gave a verbal report. A written update will be included in the 2024-2025 Annual Report.

b. Vice-President Report - *John McDonaugh*

John submitted a written update, which was in the meeting package. A written update will be included in the 2024-2025 Annual Report as well.

c. Chief Steward Report - *Andrea Hyde*

Andrea gave a verbal report highlighting some of the key themes this past year like bargaining unit grievances and layoffs; these take a lot of the Executive's time with meetings and working with the college. In general, layoffs take about 6 months from the time you're first notified that your job is at risk to your last day of work. The CORFA Executive is actively engaging with the College's Executive Leadership Team to take proactive steps to prevent further layoffs. Outside of CORFA's local, Andrea served as Chair for the FPSE Contract and Administration Committee (CARC) and will be stepping down from that role. She would like to focus her energy and time on CORFA members. Andrea encouraged members to reach out with any questions/concerns because "We can't fix it if we don't know about it".

A written update will be included in the 2024-2025 Annual Report.

d. Chief Bargainer Report - *Kevin Boehmer*

Kevin submitted a written report, which is in the meeting package. A written update will be included in the 2024-2025 Annual Report as well.

e. Committee Reports

Refer to attached Committee Reports document. Written updates will be included in the 2024-2025 Annual Report as well.

f. Policies

i. Donations Policy - *Sheena Svitich & John M*

The Donation Policy C.4.7.1 was attached to the package for members to reference as well as a copy shared online. Sheena and John explained that CORFA would like to propose the changes of removing the specific amounts and to whom from the policies so that there is more flexibility as well as during tighter budget years, like the one coming up. For example, we have only budgeted \$1,000 for donations during the upcoming fiscal to help us balance our budget. There was some great discussion which led into a motion.

Motion: That the CORFA membership approve the changes as presented in the package regarding the Donation Policy C.4.7.1 of the Policy booklet.

Moved by Andrea Hyde, Seconded by Joan Kaun carried.

g. Finances

i. CORFA Financial Statements - *Joan Kaun, Treasurer*

Joan highlighted some key points on the financial statements including release time, less campaign funds because CORFA isn't doing them as much now, and the college has started to take over events such as Black History Month.

Almost \$800,000 in our defence fund as seen on the balance sheet (included in package), accounts payable is the release time we just received.

ii. 2025-2026 Budget - *Joan Kaun, Treasurer*

Joan did an overview of the budget to the membership (paper copy provided in package) with projected budgets of (\$32,125) for 2025/26, following year (\$18,100), \$5,175 for 2027/28, and \$700 for 2028/29. It is understood that the budget is in a deficit during bargaining year, but the plan is to make that back up the following years so that overall CORFA is not losing money every year but comes out balanced. Last year's dues budget was \$320,000. We expect that to be the same next year, right now faculty pay 2.25%.

Motion: to approve the 2025-2026 CORFA Budget as presented.

Motioned by: Joan K, seconded by Greg M carried.

A question was asked if CORFA would be interested in the possibility of raising dues and the possibility of differential dues structure. Joan said that the CORFA Executive would be open to looking at it over the next year.

iii. Internal Financial Review - *Joan Kaun, Treasurer*

CORFA uses an internal review team to go over our year end finances. CORFA will be appointing two (2) members again to do the internal review for this year end.

h. 2025-2030 Strategic Plan - *John and Andrea*

Tabled the 2025-2030 Strategic Plan to another date due to time constraints.

i. Employee Engagement Committee - *John McDonaugh, VP*

Tabled the 2025-2030 Strategic Plan to another date due to time constraints.

j. Faculty Development Committee Report - *Katie Burles, FD Coordinator*

The FD Report was submitted in the meeting package. Spent lots of money, the faculty got to do some great things this past year. There are two main things to note, the Common Faculty PD Fund call is out, applications due May 2 (PD activity) the committee spent lots of time revamping the application process to make it more efficient for those applying. The second thing to note is FD day on Monday, August 25, 2025. Please RSVP to the online registration that will be sent out shortly.

6. Committee and Executive Elections - *Sheena Svitich*

Note about EDCO and Board of Governors Faculty Rep elections coming up in September

a. CORFA Executive

- i. Chief Bargainer (1) - **Kevin Boehmer** (acclaimed)
- ii. Chief Steward (1) - **Andrea Hyde** (acclaimed)
- iii. Treasurer (1) - **Vacant**
- iv. Member at Large (1) - **Amanda Goforth** (acclaimed) and **Pam Ballie** as alternate

b. Standing Committees

- i. Stewardship (3) - **Becky Pelkonen** (acclaimed), **Ben Hellewell** (acclaimed), **vacant**
- ii. Finance & Investment (3) - **Vacant**
- iii. Communications and Engagement (unlimited) - open

c. CORFA Committees

- i. Faculty Development Coordinator (1) - **Larry Maki** (acclaimed)
- ii. Faculty Development Reps (3) - **Jeff Quinn** (acclaimed), **Katie Burles** (acclaimed), **Noelene Terblanche** (acclaimed).

d. FPSE Committees

- i. Academic Governance (1) - **John McDonaugh** (acclaimed)
- ii. Climate Action Standing Committee (1) - **Katie Burles** (acclaimed)
- iii. Disability Management Rehabilitation (1) - **Sheldon Dwyer** (acclaimed)
- iv. Human Rights & International Solidarity (1) - **Vacant**

e. Joint College Committees

- i. Awards (2) - **Kevi Remple** (acclaimed), **Katie Burles** (acclaimed)
- ii. Joint Occupational Health & Safety (1) - **Tim Ross** (acclaimed)
- iii. Sustainability Committee (2) - **Greg McCullum** (acclaimed), **Andrena Heigh** (acclaimed)

f. Other

- i. East Kootenay Labour Council (2) - **vacant**

7. Adjournment at 6:11pm