

**BOARD MEETING AGENDA**  
**Monday, March 2, 2026**  
**9:30 am to 3:45 pm**

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**Attendees:** Kevin Cloutier, RO, Chair, Board Professional Member  
 Derick Summers, RO, Vice Chair, Board Professional Member  
 John Battaglia, RO, Board Professional Member  
 Greg Chitilian, RO, Board Public Member  
 Omar Farouk, Board Public Member  
 Paul Imola, RO, Board Professional Member  
 Parminder Kalsi, RO, Board Professional Member  
 Stephen Kinsella, Public Member  
 Alicia Munian, Board Public Member  
 Carlos Pacheco, RO, Elected Member  
 Mark Priddle, Board Public Member  
 Carlo Sicoli, Public Member  
 Johanna Whelan, Board Professional Member

**Administration:** Fazal Khan RO, Registrar  
 Amy Stein, Deputy Registrar and General Counsel  
 Carolyn Robertson, Manager, Communications and Executive Office  
 Fizza Asad, Manager of Finance and Human Resources  
 Susan Gregory, Meeting Facilitator

**Overall Meeting**  
**Purpose:** To review reports and make decisions as required.

<b>Time</b>	<b>Item</b>	<b>Deliverable</b>	<b>Owner</b>
9:30 - 9:45 15 minutes	<b>Pre-meeting Tech Check</b>		
9:45 - 10:25 40 minutes	<b>In Camera Session</b> A.1 Approve in Camera Agenda A.2 In Camera Draft Minutes A.3 Registrar, CEO Performance Review	Motion to go in Camera	Kevin Cloutier, Chair
10:25 -10:30 5 minutes	<b>Break</b>		
10:30 – 10:38 8 minutes	<b>1.0 Introduction</b> 1.1 Introductions and Announcements and Land Acknowledgement 1.2 Conflict of Interest Declaration 1.3 Adoption of Agenda	Motion to adopt the agenda	Kevin Cloutier, Chair

Time	Item	Deliverable	Owner
10:38 – 10:40 2 minutes	<b>2.0 Minutes</b> 2.1 December 1 and 2, 2025 (*) 2.2 January 12, 2026 (*)	Motion to approve the minutes	Kevin Cloutier, Chair
10:40 – 11:00 20 minutes	<b>3.0 Financial Reports</b> 3.1 Review of Financial Variance Report to December 31, 2025 (*)	Motion	Fizza Asad, Manager of Finance and Human Resources
11:00 -11:15 15 minutes	<b>4.0 Board Policy Review and Updates (*)</b> 4.1 Strategic Outcomes Policy (*) 4.2 Vendor Relations and Procurement Management Policy (*) 4.3 Role of the Board Officers Policy (*) 4.4 Appointed Member Policy (*) 4.5 Registrar, CEO Performance Evaluation and Compensation Process Policy 4.6 Approval of the Pre-Election Training Module (4-18)	Motion	Carlo Sicoli, Chair, Governance
11:15 – 11:25 10 minutes	<b>5.0 Board Monitoring Reports</b> 5.1 Role of the Board Officers Policy (*)	Information and Discussion	A. Munian, Board Public Member
11:25 – 11:35 10 minutes	5.2 Delegation to the Registrar Policy (*)	Information and Discussion	S. Kinsella, Board Public Member
11:35 – 11:55 20 minutes	<b>6.0 Proposed Amendments to the By-laws – Signing Authorities</b>	Motion	Kevin Cloutier, Chair
11:55 – 12:55	<b>Lunch</b>		
12:55 – 1:25 30 minutes	<b>7.0 Monitoring Reports</b> 7.1 Financial Planning and Budgeting (*) 7.2 Strategic Outcomes Policy (*)	Motion	Fazal Khan, Registrar, CEO
1:25 – 1:40 15 minutes	<b>7.3 2026-2028 Strategic Plan Monitoring Template</b>	Motion	Fazal Khan, Registrar, CEO
1:40 – 1:45 5 minutes	<b>8.0 Status of the 2025 Board Action Plan</b>	Information and Discussion	Amy Stein, Deputy Registrar
1:45 – 1:55 10 minutes	<b>9.0 Department Spotlight – Registration</b>	Motion	Stephanie Jung, Registration Manager
1:55 – 2:15 20 minutes	<b>10.0 Reports</b> 10.1 Registrar’s Report (*) 10.2 Committee Reports (*) 10.3 Committee Annual Reports (*) 10.4 Communications Reports (*)	Motion	Kevin Cloutier, Chair

<b>Time</b>	<b>Item</b>	<b>Deliverable</b>	<b>Owner</b>
2:15	<b>11.0 Adjournment</b>		Kevin Cloutier, Chair
2:15 -2:30	<b>Break</b>		
2:30 – 3:30 60 minutes	<b>Strategic Planning Session</b> <ul style="list-style-type: none"> <li>• Development of the 2026 Board Action Plan</li> </ul>	Information and Discussion	Amy Stein. Deputy Registrar / Fazal Khan, Registrar, CEO
3:30 – 3:45 15 minutes	<b>Reflection Period</b>	Information and Discussion	Kevin Cloutier, Chair