



RECA Board of Directors Special Meeting **9:00 – 10:00 am, Thursday, August 4, 2022** **Virtual Teams Meeting**

MINUTES

In Attendance: David James, Chair
Paul Bojakli
Bill Briggs
Jai Parihar
Carrie Plett
Laura Sharen
Greg Walter

Staff Resource: Warren Martinson (*items 5,6, and 7*)
Russ Morrow
Hannah Wagner, *Human Resources Manager (item 7)*

Recording Secretary: Rina Hawkins

1. Call to Order

The Real Estate Council of Alberta ("RECA") Board Chair ("Chair") called the meeting to order at 9:02 am.

2. Approval of Agenda

The RECA Board of Directors ("Board") reviewed the meeting agenda.

The Board added in-camera sessions to the agenda following the declaration of conflicts of interest and the approval of the Business & Financial Plan.

The Board discussed the upcoming facilitated discussion with the Alberta Real Estate Association ("AREA"), tentatively scheduled for September 7, 2022. More details will be forthcoming.

MOTION: *The RECA Board of Directors approves the August 4, 2022, meeting agenda as amended.*

Motioned by Bill Briggs

Seconded by Laura Sharen

Carried

3. Conflicts of Interest Declared

The Chair asked if there were any conflicts of interest to declare.

No conflicts of interest were declared.

9:06 am – RECA staff Hawkins and Morrow were excused from the meeting

4. In-Camera Session

The Board moved in-camera at 9:06 am.

The Board came out of in-camera at 9:16 am.

9:16 am – RECA staff Hawkins and Morrow re-joined the meeting

5. Statutory Appointment & Unbudgeted Expenditure

The Board discussed the statutory appointment of the registrar and RECA's organizational restructuring, considering the upcoming retirement of RECA's registrar.

MOTION:

WHEREAS section 8.1(1) of the Real Estate Act provides that the RECA Board of Directors shall appoint a registrar, who will not be the person appointed as the executive director under section 8.

AND WHEREAS section 6.3 of the Real Estate Act Bylaws provides that the appointment of a person to the position of registrar will be made in accordance with section 8.1 of the Real Estate Act and may be suspended or revoked only if the majority of all of the members of the RECA Board of Directors, then in office vote to do so.

NOW THEREFORE BE IT RESOLVED THAT:

*The RECA Board of Directors revokes the appointment of **Charles Stevenson** to the position of registrar for RECA, effective August 24, 2022, at 11:59 p.m.*

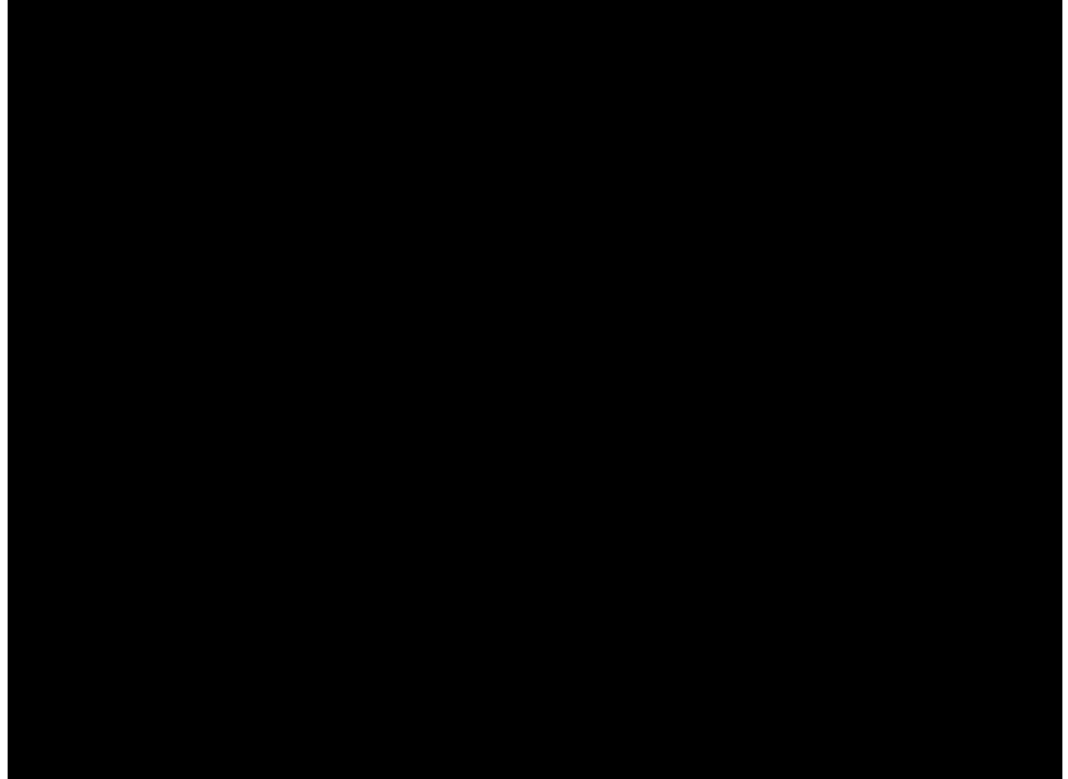
*The RECA Board of Directors appoints **Warren Martinson** to the position of registrar for RECA, effective August 25, 2022, at 12:00 a.m.*

*Motioned by **Bill Briggs**
Seconded by **Greg Walter**
Carried*

9:29 am – RECA staff Martinson joined the meeting

The Board discussed the unbudgeted expenditure request to accommodate the organizational restructuring.

MOTION:



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6. Approval of Strategic Plan

At the July 20, 2022, Board meeting, Management presented the 2022-2025 Strategic Plan for the Board's consideration. At that time, the Board agreed to review the plan in more detail and provide any additional feedback to Management.

MOTION: *The RECA Board of Directors approves the RECA 2022-2025 Strategic Plan, as presented in TAB 2 of the meeting material.*
Motioned by Jai Parihar
Seconded by Greg Walter
Carried

7. Approval of Business & Financial Plan

At the July 20, 2022, Board meeting, Management presented the 2022/2023 Business & Financial Plan for the Board's consideration. At that time, the Board agreed to review the plan in more detail and provide any additional feedback to Management.

Based on feedback from the Board, Management presented proposed amendments for the Board's consideration.

The Board requested some additional amendments.

9:46 am – RECA staff Wagner joined the meeting

9:47 am – RECA staff Morrow was excused from the meeting

RECA's Human Resources Manager joined the meeting to discuss RECA's compensation structure.

10:02 am – RECA staff Hawkins, Martinson and Wagner were excused from the meeting

10:02 am – the Board moved in-camera

10:11 am – the Board came out of in-camera

10:11 am – RECA staff Hawkins re-joined the meeting

Following the in-camera discussion, the Board passed the following motion.

MOTION: The RECA Board of Directors approves the amended 2022/23 Budget and Business & Financial Plan, as presented in TAB 3 of the meeting material, subject to final clerical amendments.

Motioned by Paul Bojakli

Seconded by Laura Sharen

Carried

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8. BMO Signing Resolution

With the upcoming change in senior leadership on August 25, 2022, RECA will be required to update its banking signing authorities.

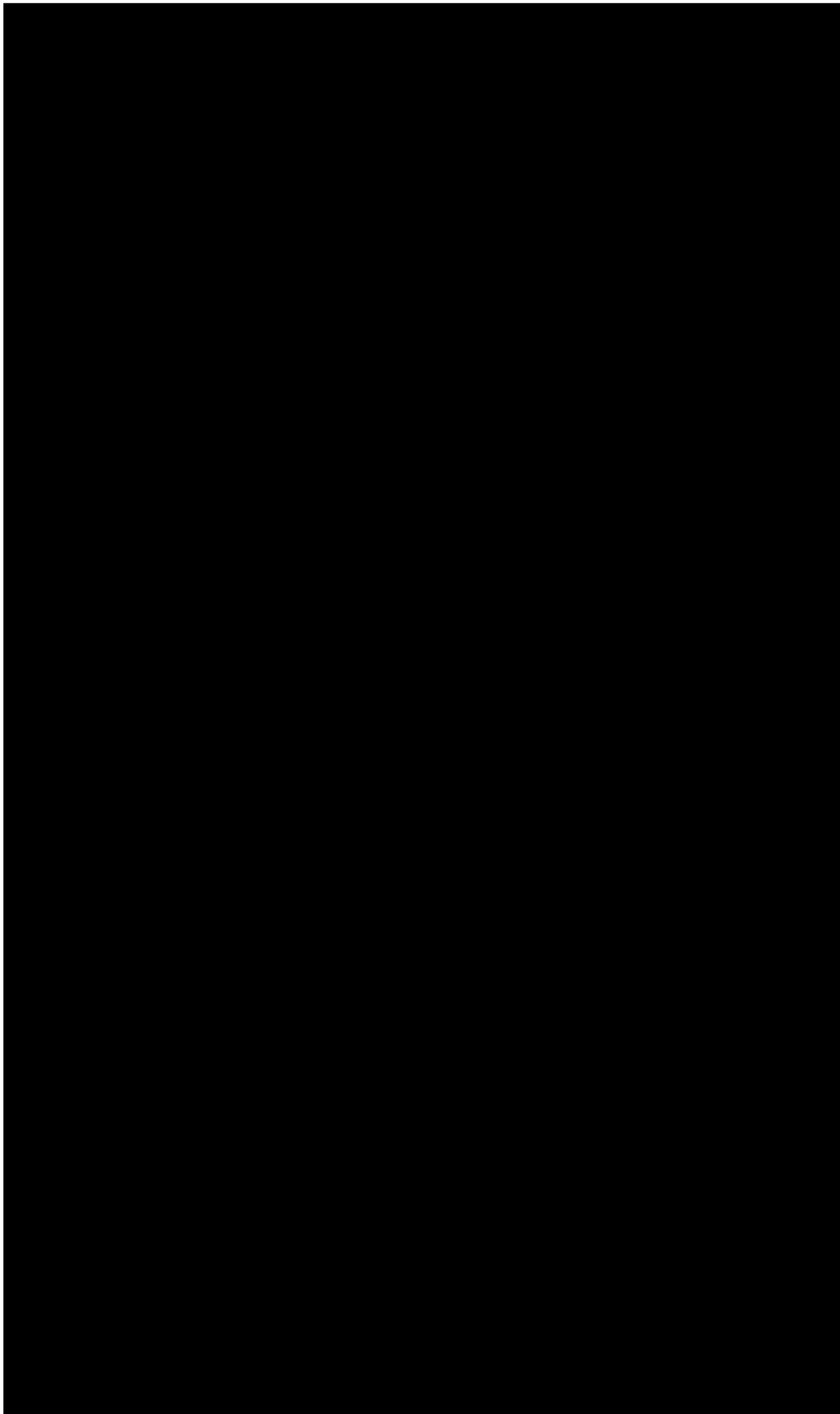
MOTION:



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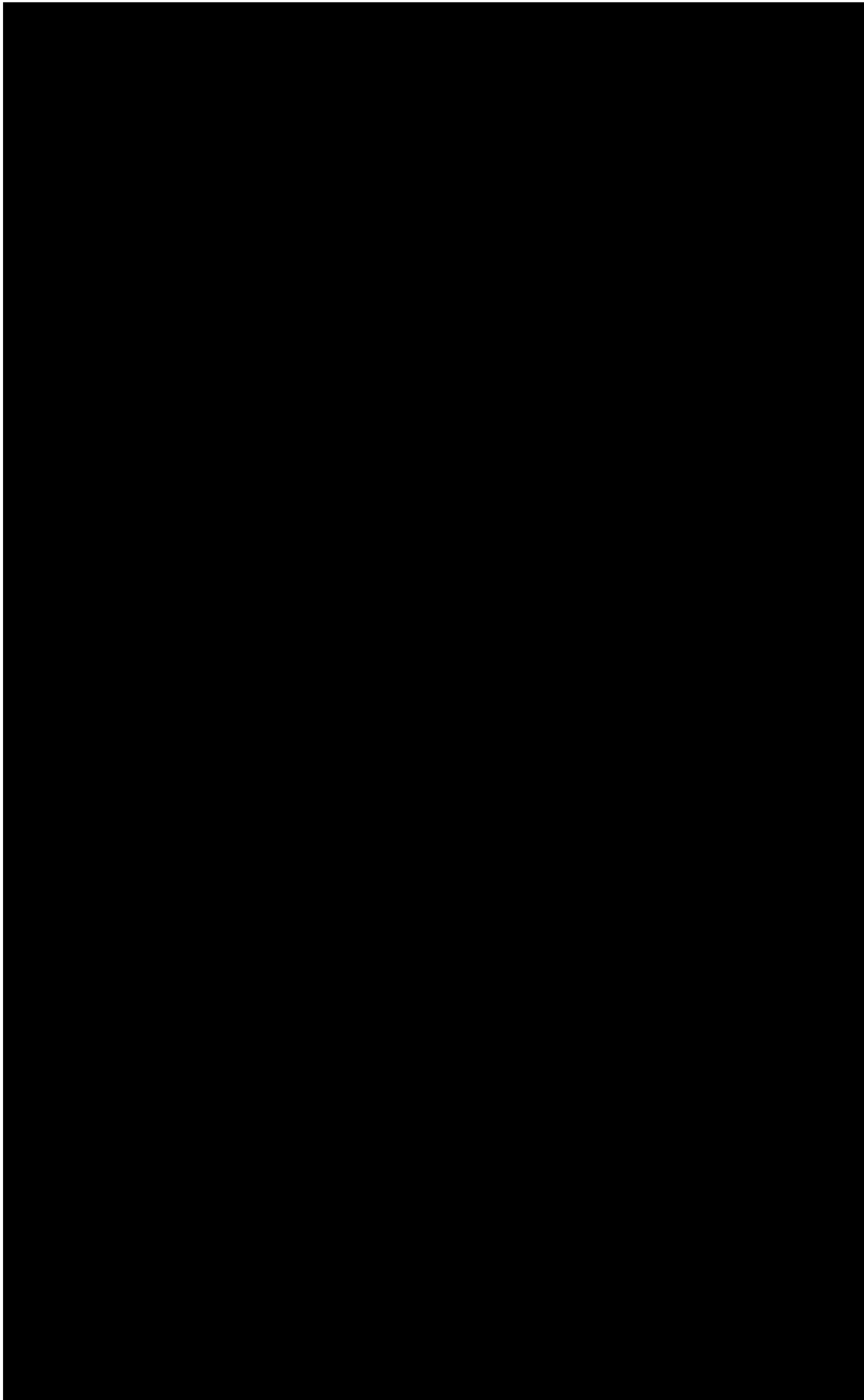
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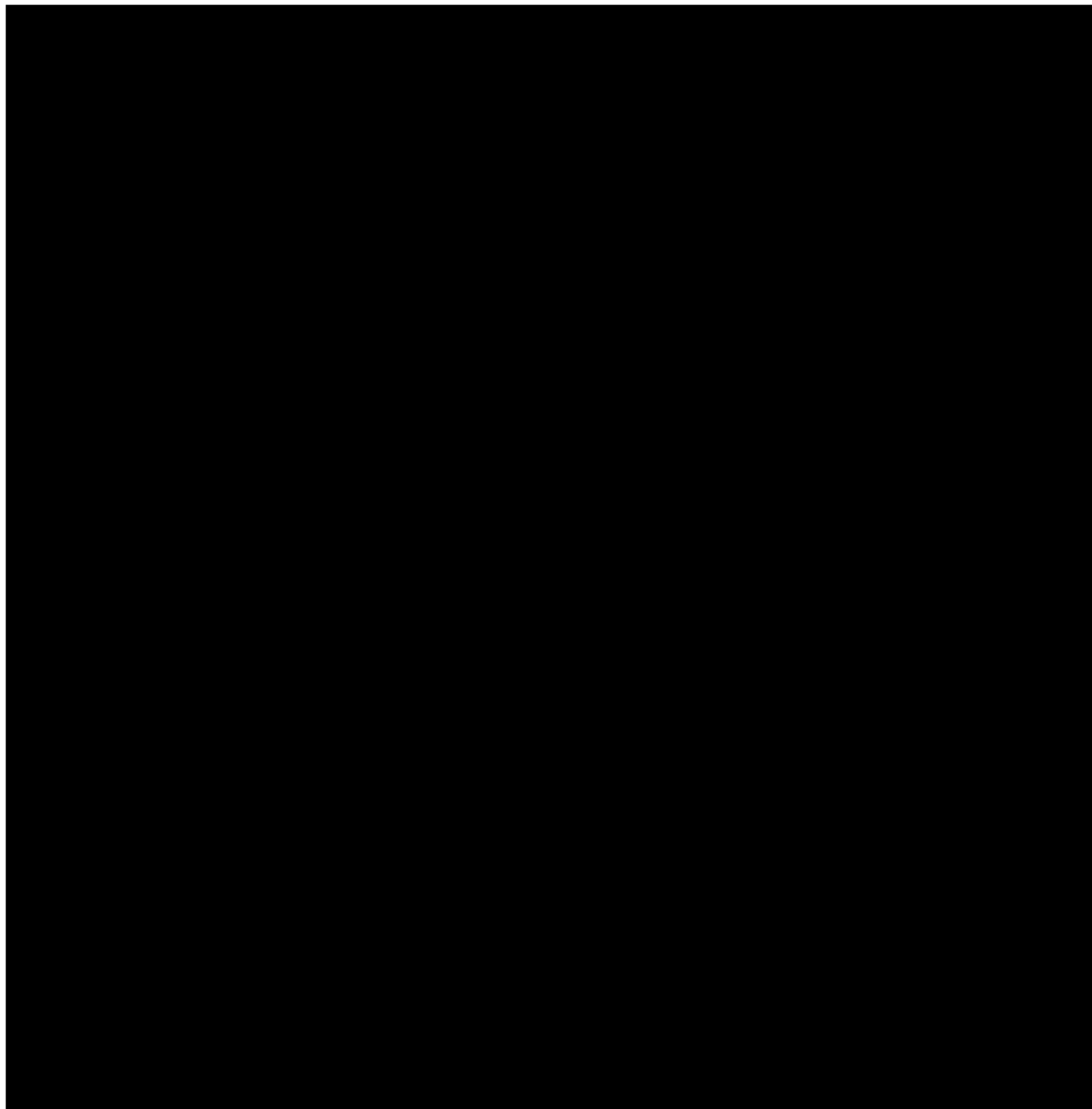
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Due to time constraints, the discussion and proposed amendments to the nomenclature of the *Signing Authorities Policy*, to align with new titles in senior leadership, will be revisited at the next Board meeting.

9. Next Meeting

- Thursday, November 24, 2022

10. Termination

The meeting terminated at 10:17 am.

MOTION: That the RECA Board of Directors meeting of August 4, 2022, be terminated.

Motioned by Jai Parihar

Seconded by Paul Bojakli

Carried

Approved at Calgary, Alberta on November 24, 2022

Elan MacDonald, Board Chair

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