

**SASKATCHEWAN ASSOCIATION OF SCHOOL BUSINESS OFFICIALS**

***Executive Board Meeting Minutes***

**Held October 19, 2023**

**MS TEAMS Meeting**

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**Present:** President Kate Holmes , President Elect Jesse Green, Past President Matt Read, Stephen Bellacera, Keith Chapman , Katherine Kowal, Ashley Kuntz, Derrick Kunz, Jerrold Pidborochynski, Doug Sears, Andy Verhaeghe, Jaime Valentine

**Regrets:** n/a

**CALL TO ORDER** – President Kate called the meeting to order at 9:02 a.m.

**67-10-19-23 2) Adopt Agenda**

Stephen Bellacera moved the adoption of the agenda as amended.

*Carried*

**68-10-19-23 3) Adopt Minutes**

Jerrold Pidborochynski moved the adoption of the August 24-25, 2023 meeting minutes as presented.

*Carried*

**CONTINUING AGENDA ITEMS**

**4a) Strategic Planning**

Committee chairs provided updates on committee work.

**4b) Operational Reserves Committee Update**

Jerrold Pidborochynski presented to the executive on the work of the Operational Reserves subcommittees.

**4c) Professional Standards Handbook**

The handbook was reviewed, further revisions were made.

**4d) 2022-2023 Financial Review**

Draft financial statements were reviewed.

**NEW BUSINESS**

**6a) Provincial Education Plan**  
 The Plan was reviewed and attendance at PEP Implementation meeting confirmed.

**6b) Executive Director Recruitment**  
 A timeline was established for the recruitment of a new Executive Director.

**6c) New Member Orientation**  
 The presentation for October 25 was reviewed.

**69-10-19-23 6d) Executive Appointments**  
 Stephen Bellacera moved that due to the resignation of Jason Dunk as President-Elect, the board appoints Jesse Green as President-Elect and Derrick Kunz as Director of Communications.

*Carried*

**70-10-19-23 6e) Signing Authorities**  
 Doug Sears moved that Jason Dunk be removed and Jesse Green added as a signing authority for the association.

*Carried*

**DECISION ITEMS**

**71-10-19-23 7a) Approval of New Members**  
 Jesse Green moved the approval of new members as listed:

*Carried*

Division	Name	Position
Greater Saskatoon Catholic Schools	Kalyn Kist	Chief Information Officer
Chinook	Dwight Booth	Coordinator of Technology
Holy Trinity	Salina Marceau	Transportation Manager

**7b) Approval of New Associate Members**  
 None at this time.

**72-10-19-23 8) Financial Reports**  
 Ashley Kuntz moved approval of the financial reports as presented.

*Carried*

**73-10-19-23 9) Executive Director Report**  
 Andy Verhaeghe moved approval of the Executive Director report as presented.

*Carried*

**74-10-19-23 10) President's/President Elect/Past President/Functional Group Director's Reports**

Keith Chapman moved approval of the reports as presented. *Carried*

**11) Date/time for August Executive Meeting**

Next meeting details were discussed. It will be held December 14-15 at the Prairie Valley School Division office.

**ADJOURN**

**75-10-19-23** Doug Sears moved that the meeting be adjourned. *Carried*

The meeting adjourned at 11:52 a.m.



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**Kate Holmes  
President**



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**Jaime Valentine  
Executive Director**