

SABEA AGM (Virtual) Minutes - November 16, 2021

Attendees:

- Patricia Ives - President
- Kristal Hill - Vice President /Tech
- Carolyn Stailing - Secretary
- Shaunda Halldorson - Punnichy Adult 12
- Betty Reiter
- Phaedra Hitchings - MAL /
- Shirley Kallichuk
- Darlene Purshega - Carlton Trail College
- Duane Keleman
- Pat Prokop
- Mackenzie Kleiboer - Cumberland College
- Lori Constant

Regrets:

- Cathy Wilson
 - Lynn Eaton
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1. **Welcome** - Patricia Ives
 - Introduction of the SABEA Executive
2. **Adoption of the Agenda**
 - Motion to adopt: Pat Prokop
 - 2nd Betty Reiter
3. **Adoption of the Minutes from AGM - November 17, 2020**
 - Motion to adopt: Shaunda Halldrson
 - 2nd Lori Constant
4. **Business arising from the minutes**
 - i. Nothing noted
5. **President's Report** - Patricia Ives
 - Covid challenges ongoing; trying to maintain connection with SABEA and work towards our next conference in 2022
 - SABEA October 21, 2022 Conference (face-to-face) is the plan
 - Adult 10 & Adult 12 scholarships available on our website
 - Thank you to the SABEA Executive
 - It has been a challenging year for all of the colleges and opportunities, but we are starting to rebound and meet together in face-to-face ways
 - We need to plan ahead for the 1st face-to-face connection in 2 years

6. **Financial report from 2020-** Carolyn Stailing

Balance: chequing account \$10, 388.20 (Dec. 31, 2020)

- Few fees this year due to no conference held
- No grant money requested for 2021
 - Motion to adopt: Darlene Purshega
 - 2nd Phaedra Hitchings

7. **Committee reports**

a. Scholarship

Carolyn & Phaedra had 2 Adult 12 scholarship applications but none for Adult 10, so they gave out 2 Adult 12 scholarships.

1. Adult 12 - Mindy Friesen - \$500
2. Adult 12 - Austin Severight - \$500

b. Carolyn and Phaedra created a scholarship rubric to use for the future.

8. **New business**

a. Review of the Executive positions as per SABEA constitution

Election of the Executive

- **President - Patricia Ives**

- Motion by Darlene Purshega for Patricia to be reinstated by acclamation
- 2nd by Pat Prokop

- **Vice President / Tech**

- Motion by Darlene Purshega for Kristal to be reinstated by acclamation
- 2nd Shirley Kallichuk

- **Treasurer**

- Motion by Darlene Purshega for Carolyn Stailing to be reinstated by acclamation
- 2nd Lori Constant

- **Secretary - Cathy Wilson**

- Cathy will remain secretary as far as we are aware.

b. **Discussion regarding SABEA accounting - Carolyn Stailing**

i. Carolyn received advice from an accountant.

1. Our income is less than \$25,000 and are a non-profit, therefore we can do a compilation engagement instead of a review engagement for auditing.
2. It is much cheaper, and less time will be required.
 - a. \$1500 review of last year
 - b. No quote, but much less than \$1500 if we switch
3. Our year end usually means that our books typically take months to complete, so this could resolve this in the future
4. We can change this in our constitution and approve it.

- ii. Motion to change our accounting from a “review engagement” to a “compilation engagement” to reduce fees made by Mackenzie Kleiboer
 - 2nd by Lori Constant
- c. **Discussion regarding the membership fees - Kristal Hill**
 - i. New membership payment online at www.sabea.org
 - ii. Many colleges are paying the membership fees for their staff
 - iii. \$25.00 fee/year per member
 - iv. Register online at www.sabea.org
 - v. **We need a contact person per college to send the request of fees through - recommended by Darlene Purshega to find 1 person per college to help register staff, etc.**
- d. **Discussion regarding the 2022 SABEA conference (Oct.21, 2022)**
 - i. We need suggestions of topics from our members
 - ii. Presentations? Speakers?
 - iii. Honorariums available
 - iv. We would appreciate SABEA members to offer a session

Representatives from ABE centres across Saskatchewan:

- Carlton Trail College - Duane Keleman
- Cumberland - Mackenzie Kleiboer
- GDI - OPEN
- Great Plains College - OPEN
- Lakeland College - Cathy Wilson
- Ministry of Corrections, Policing & Public Safety - Kristal Hill
- NorthLands - OPEN
- Northwest College - OPEN
- Parkland - Patricia Ives
- Polytech - Wendy Eddy
- SIIT - **OPEN**
- Southeast Regional College - **OPEN**

9. Adjournment

Motion made by Kristal Hill
2nd Lori Constant