



**Minutes of the Special Board of Directors Meeting
Chancellor Room, Westin Hotel, Edmonton**

November 16, 2008

ATTENDANCE

Board Members

Mrs. Heather Welwood, President
Mrs. Jacquie Hansen, Vice President
Ms. Bev Esslinger, Edmonton Public
Mrs. Marilyn Bergstra, Edmonton Catholic
Mr. Serafino Scarpino, Calgary Catholic
Mrs. Lynda Akers, Zone 2/3
Mr. Clayton Jespersen, Zone 2/3
Ms. Jackie Swainson, Zone 4
Mr. Doug Gardner, Zone 5
Ms. Kerry Milder, Zone 6

Staff/Consultants

Mr. David Anderson, Executive Director
Ms. Donna Engel, Director, Corporate Services
Dr. Leroy Sloan, ASBA Consultant
Ms. Heather Tkachuk, Policy and Research Analyst
Ms. Marian Johnson, Administrative Assistant

Note: Any enclosure, report or other document to which a motion relates in whole or in part becomes an integral and official part of these minutes.

CALL TO ORDER

President Welwood called the meeting to order at 11:30 a.m.

PURPOSE OF MEETING

The purpose of the special meeting was to discuss the Executive Director's contract, compensation and evaluation.

As Chair of the Executive Director's Evaluation Committee, J. Hansen assumed the Chair.

A. RECOMMENDED ACTION ITEMS

A.1 Agenda

(a) Additions/Changes

Add:
A.2(c) Key Messages

(b) Approval

MOTION #1
K. Milder

That the agenda, as amended, be approved.

CARRIED

A.2 In-Camera Session

MOTION #2 That the meeting move *in-camera* with the staff
S. Scarpino present.

CARRIED

MOTION #3 That the meeting move out of *camera*.
S. Scarpino

CARRIED

(a) Executive Director Evaluation – Approval of Revised “Process, Criteria and Timeline”

MOTION #4 That the ASBA Board of Directors approve by motion
B. Esslinger the Executive Director/CEO Evaluation Process, Criteria and Timelines.

CARRIED

David Anderson advised that he concurred with the revised version of the Process, Criteria and Timeline document.

(b) Executive Director’s Contract

J. Hansen advised that the Board now had to give final approval to the contract in its entirety which included the Executive Director’s contract, evaluation process, criteria and timelines document (Schedule A), and compensation package (Schedule B).

MOTION #5 That the ASBA Board of Directors authorize the
C. Jespersen President to sign the final Executive Director contract on behalf of the Board.

CARRIED

H. Welwood assumed the Chair.

(c) Key Messages

MOTION #6 That the meeting move *in-camera* with staff present.
L. Akers

CARRIED

MOTION #7 That the meeting move out of *camera*.
K. Milder

CARRIED

B. ADJOURNMENT

MOTION #23 That the meeting adjourn.
J. Swainson

CARRIED

The meeting adjourned at 12:50 p.m.

President

Executive Director