



RECA Board of Directors Special Meeting **8:00 – 9:00 am, Friday, January 10, 2025** **Virtual Teams Meeting**

MINUTES

In Attendance: Elan MacDonald, Chair
George Bamber
Jai Parihar
Carrie Plett
Elena Russell
Laura Sharen
Greg Walter

Staff Resource: Stacy Paquin

Recording Secretary: Rina Hawkins

1. Call to Order

The Real Estate Council of Alberta ("RECA") Board Chair ("Chair") called the meeting to order at 8:01 am.

The RECA Board of Directors ("Board") Chair welcomed Mr. George Bamber to the Board. Mr. Bamber was appointed to the Board by the Residential Real Estate Broker Industry Council ("Industry Council") on December 11, 2024, succeeding Mr. Bill Briggs who resigned from the Board and Industry Council on December 1, 2024.

2. Approval of Agenda

The Board reviewed the meeting agenda.

MOTION: The RECA Board of Directors approves the January 10, 2025, special meeting agenda as presented.

Motioned by Laura Sharen

Seconded by Jai Parihar

Carried

3. Chief Executive Officer Recruitment

With the departure of RECA's Chief Executive Officer ("CEO") in December 2024, the Board will now activate the CEO Succession Plan

and Strategy ("Succession Plan") to initiate the recruitment process for a new CEO.

CEO Selection Committee Membership Discussion

Pursuant to the Succession Plan, a CEO Selection Committee ("Committee") must be established and members appointed, to begin recruiting for a new CEO.

The Board reviewed and discussed the Committee Terms of Reference and the composition of the Committee. The Board confirmed, based on the Terms of Reference, that RECA's Board Chair, Ms. Elan MacDonald, and Public Board Member, Mr. Greg Walter, would be members of the Committee. The Board discussed potential representatives from each Industry Council and proposed that the following individuals be invited to be members of the Committee:

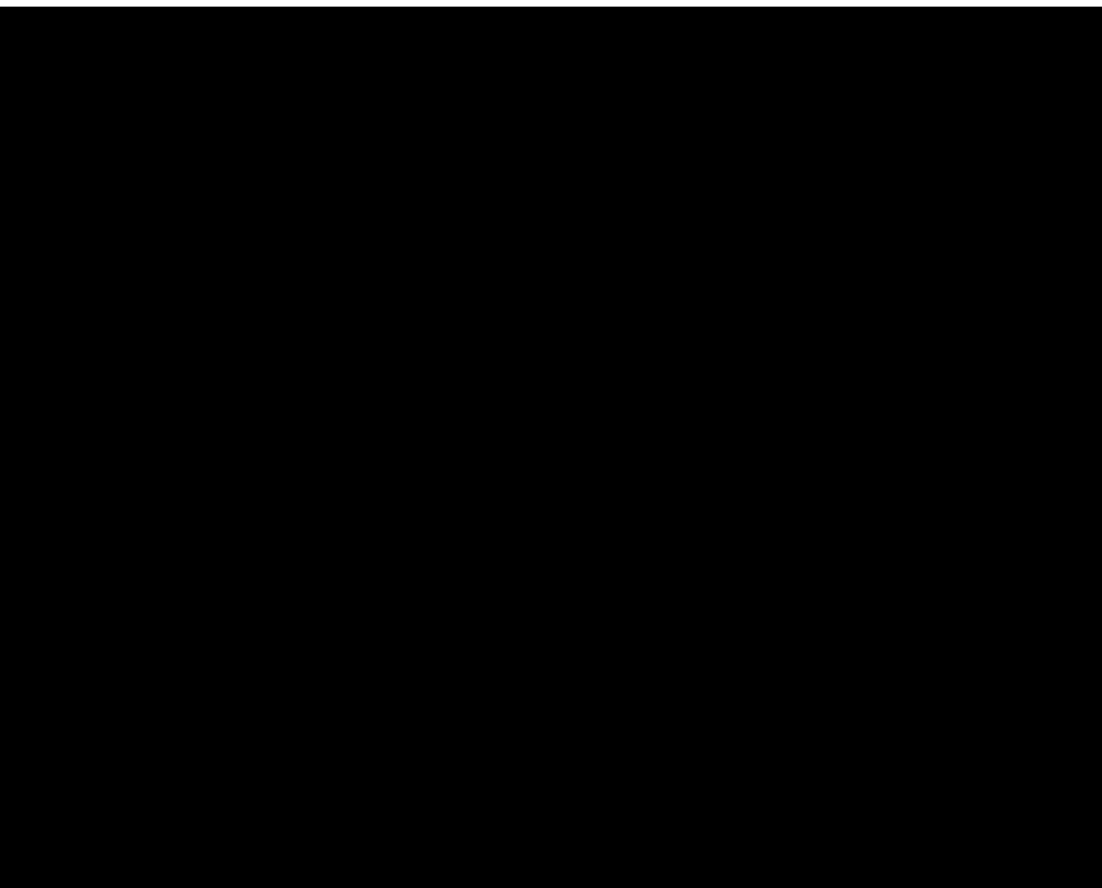
- **Mr. Terry Engen**, Commercial Real Estate Broker and Commercial Property Manager Industry Council member
- **Mr. Jared Morrison**, Mortgage Broker Industry Council member
- **Ms. Jacquie Lesperance**, Residential Property Manager Industry Council member
- **Mr. George Bamber**, Residential Real Estate Broker Industry Council member

ACTION: Management will reach out to the Industry Council members mentioned above to determine their interest and availability to be a member of the Committee.

The Board will vote on a secretarial resolution, establishing the Committee and approving its members once Management confirms the interest from the Industry Council members noted above.

Executive Search Consultant Discussion





The Board reviewed the CEO Recruitment Schedule ("Schedule"). Management explained that the Schedule is a proposed guide based on the timeline outlined in the Succession Plan. The steps within the Schedule may need to be adjusted as the recruitment process progresses.

The Board discussed and directed that the responsibility for final approval of the updated CEO position description and proposed salary would rest with the Board, rather than the Committee.

4. In-Camera Session

The Board moved in-camera at 8:46 am.

5. Next Meetings

- Wednesday, January 22, 2025, Regular Board Meeting, Calgary, Alberta

6. Final Adjournment

The meeting adjourned at 8:57 am.

MOTION: The RECA Board of Directors approves the final adjournment of the January 10, 2025, special meeting.

*Motioned by Elena Russell
Seconded by Carrie Plett
Carried*

Approved at Calgary, Alberta on January 22, 2025

Elan MacDonald, Board Chair

RECA Board of
Directors – Special
Meeting

Minutes of Meeting

January 10, 2025