



CFAR BOARD MEETING Minutes

November 10, 2010

Host: ATCO Electric
Location: 10405 Jasper Avenue, Edmonton, Alberta
Time: 10:00 AM to 2:00 PM

Attendees: J. Turuk, A. Dinn, T. Belot, C. Schreuder, Bob Phillips, Wayne Erasmus, Gareth Spicer, James Blackman

Agenda

1. Welcome, introduction and opening remarks
2. Review and approval of agenda
3. Approval of minutes – October 2010 Board meeting
4. RBC GIC
5. GST Return (Non-Compliance)
6. November 2010 After Hours Business Mixer Update
7. January 2011 Luncheon
8. 2011 Conference and Golf Tournament
9. Other discussion items

Minutes

1. Welcome, introduction and opening remarks – J. Turuk
2. Review and approval of agenda
 - Motion passed by W. Erasmus

- Seconded by B. Phillips
 - All in favor
3. Approval of minutes – October 2010 board meeting
 - Motion passed by W. Erasmus
 - Seconded by B. Phillips
 - All in favor
 4. RBC GIC
 - Recommendation that C. Schreuder be instructed to allocate no more than \$40,000.00 into a one year GIC. C. Schreuder will evaluate current bank balance and determine amount of funds that should be left available for the operation of CFAR. The remainder of the balance will be allocated to the GIC.
 - Motion passed by B. Phillips
 - Seconded by J. Turuk
 - All in favor
 5. GST Return (non-compliance)
 - The CRA is withholding a \$4299.99 GST return because tax returns for the periods of April 28, 2006 – March 31, 2007 and April 1, 2008 – March 31, 2009 have not been submitted. CFAR also needs to submit a tax return for April 1, 2009 – March 31, 2010.
 - B. Brisson recalls that these returns have been submitted, however, will endeavor to resubmit the returns on behalf of CFAR such that we can receive our GST refund. **Action:** B. Brisson to submit tax returns for outstanding years.
 6. November 24, 2010 after hours business mixer update
 - Planning of the joint Chamber of Commerce and CFAR after hours business mixer is nearly complete.
 - An Elder to deliver prayer is required. **Action:** C. Schreuder will follow up with B. Brisson to request that he approach Walter and request that Walter deliver an opening prayer.
 - Number of registrations currently unknown as the Chamber of Commerce is managing event registrations.
 7. January 2011 Luncheon
 - Planning needs to commence as soon as possible for the January 2011 luncheon event.
 - Securing a speaker and venue should be complete by early December 2010.
 - W. Erasmus and J. Blackman volunteered to undertake planning of the luncheon event.
 - **Action:** J. Turuk to approach the Board to request additional participants on the luncheon planning committee. **Action:** J. Turuk to send J. Blackman and W. Erasmus an event planning task sheet and luncheon sponsorship benefit category description.
 8. 2011 CFAR Conference and Golf Tournament
 - W. Erasmus volunteered to sit on the conference planning committee.
 - Conference planning will kick off on November 12, 2010 with a conference committee meeting.
 - J. Turuk will keep board apprised of conference planning progress via monthly board meetings.
 9. Other
 - CCAB November 25, 2010 workshop. CCAB has invited CFAR to introduce a speaker or moderate a panel. K. McCullough has volunteered to moderate a panel or introduce a speaker on behalf of CFAR. T. Belot is a back up. **Action:** J. Turuk will follow up with K. McCullough, T. Belot and CCAB to confirm CFAR's participation. **Action:** C. Schreuder will provide those CFAR board members attending the CCAB event with CFAR flyers during the November 24 CFAR event such that CFAR

board members can promote CFAR at CCAB event. J. Turuk stressed that CFAR members in attendance exercise tact and act discretely in promoting CFAR as CFAR does not want to be seen detracting from the CCAB event.

- J. Turuk briefed the CFAR Board on Laverna McMaster's interest in joining the CFAR board. Given Laverna's unfamiliarity with CFAR and restrictions imposed by the society's bylaws with respect to election of officers, the Board instructed J. Turuk to invite Laverna to attend a CFAR event to become familiar with the organization and meet CFAR Board members. Additionally, J. Turuk will invite Laverna to become involved in a CFAR committee. **Action:** J. Turuk to follow up with L. McMaster.
- Board members in attendance discussed whether or not CFAR had quorum for the November 2010 Board meeting given the odd number of total board members and the 50% plus 1 clause in the society's bylaws. J. Turuk recommended that CFAR had quorum during November 2010 Board meeting and requested Board approval. Motion passed by B. Phillips. Seconded by J. Blackman. All in favor.

Meeting adjourned 2:00pm