



## **CFAR BOARD MEETING MINUTES**

**May 11, 2011**

Host: PTI Group Inc.  
Location: 3790 – 98 Street, Edmonton, Alberta

**Attendees:** S. Sanderson, J. Turuk, K. McCullough, B. Phillips, C. Schreuder, J. Handel, A. Dinn, and G. Spicer.

### **Agenda**

1. Welcome, introduction and opening remarks

#### ***For Approval***

2. Review and approval of agenda. Addition of agenda item to review C. Schreuder's contract. Motion to approve agenda as revised by B. Phillips, seconded by J. Turuk, all in favor.
3. Approval of minutes – April 2011 Board meeting. S. Sanderson moved to accept minutes as presented, seconded by B. Phillips, all in favor. Review of action items in April minutes.
  - a. C. Schreuder will prepare a proposal for expense account or budget limit the board for approval at the next meeting.

#### ***For Information***

4. Office Managers Report
5. 2011 Conference and Golf Tournament Update. Conference registration is not yet what is hoped for, but typically a number of registrations occur within the final two weeks. Any thoughts on possible entertainment options, please let J. Turuk know. Additional requests for sponsorship have been sent out this morning as sponsorship for the conference is low right now.

#### ***For Discussion***

6. Credential Recognition Draft Code of Ethics Review. C.R. Committee is proposing we hold a focus group of First Nation, industry, and government, to be held at the Conference on May 31 at the Ranch Golf Course. Barry is proposing a budget for this for approval by the Board.

7. Office Manager's review (C. Schreuder absent for this decision). In cooperation with C. Schreuder, the board will review the terms of her contract to make sure it is updated and appropriate for this time. A. Dinn will assist with revising the contract. B. Phillips moved to accept the proposal, seconded by J. Handel, all in favor. An increase was determined and presented to C. Schreuder for her consideration. A decision and final contract renewal will be completed by S. Sanderson, J. Turuk, and A. Dinn in conjunction with C. Schreuder outside of the board meeting.
8. Other discussion items