



Minutes

April 2, 2015 Board of Directors Meeting

Location: Calgary, Alberta
AFCC (Aboriginal Friendship Centre of Calgary), 101, 427 – 51 Ave SE

Date/Time April 2, 2015 11 AM – 2:00 PM

Chair: Todd Belot

Attendees: Todd Belot, Andrea McLandress, Sandra Sutter, Connie Landry

Attendees by phone :, Tim Heins, Marcel Pelletier, Norm Brennand, Tammy Charland-McLaughlin. Lorne Ternes, Esther Johnston

Minutes

1. Opening Prayer – Sandra Sutter
2. Approval of Agenda – Tim moved to accept, Norm seconded, motion carried.
3. Reviewed minutes from February 5, 2015
 - Minor edits made for grammar and spelling. Tim moved to accept/Marcel seconded, motion carried
4. Business Arising/Action Items
 - Website is not working yet
 - The person looking into this is doing so is fitting between jobs
 - Nominate Andrea McLandress as President Elect
 - Tim Heins, move ; Connie Landry second. Carried
 - Tammy – President Elect to be part of executive
 - Todd/Sandra – if interested they would attend meetings
 - President Elect to December 3
5. **Standing Agenda Items - Committee and Sub-Committee Reports:**
 - Sandra will be expecting reports from reach committee. She will not chase; please be respectful of position
6. **Standing Committee Reports**
 - East - Governance –
 - (Carry forward from February meeting: What do we want to do this year? Complete Board Handbook. Will require assistance from Sandra. Tim and Sandra plan to touch base to set dates.)
 - Tim and Sandra had no chance to talk
 - Tim – sees 4 Items to be addressed
 1. Review board positions

2. Review of terms for continuity; committee work; chairs, refine scope
3. Look at specifically stating when an annual budget would be submitted to board for approval.

- South - Finance –Joe
 - Sandra – working on glitches in Finance Program
 - Todd – encouraged with increased revenues compared to 2014
 - Sandra explained for Marcel’s benefit – includes Elder and Tech costs (Elders conference)
 - Difference in naming conventions due to software
 - Sponsorships – hopes for all board to participate
- West – Sponsorship – Todd P
 - No report
- North - Credential Recognition – Pat
 - Reviewed with Janice Makokis
 - Caution to protect CFAR Brand in casual conversations
 - Consider CFAR requesting each company to host information session
 - Marcel: concern is forum being used. Thought message to indicate industry efforts
 - Sandra: Marketing required; concerned board itself is not comfortable with knowledge of credential recognition program and needs more info.
 - Andrea: Whatever we develop - sponsorships; memberships; credential recognition; we can’t have credential recognition committee - needs to be a concerted effort with no overlaps - need to be able to offer information on all three
 - Sandra: makes sense that everyone needs an elevator/key message
 - Talk to credential team re: what’s to be developed
 - Sponsorship/membership will meet as a group
 - - with graphics/one pager
 - Todd: to Norm – is there a means to share contact info for target individuals?
 - Norm: 4 years there was a list of who’s who in the zoo – for a price. Developed a list, and kept updated, however, now 2 years old and outdated.
 - Andrea: Need to list top 30, including pipelines/seismic etc. This is on the agenda for marketing/sponsorship mtg.

7. Memberships and communications – Andrea

- No board report
- VP of CAPP – Jeff Gaulin – get him more engaged in what we do
- Sandra: Suggest him (Jeff) as a moderator?

- Business Manager Report
 - 409 in membership database
 - Technology is being fixed
 - AGM is set for December 3; thoughts on inviting guests and spouses
 - Formal Lunch and Learn – creating buss on credential recognition program.
 - Speakers for lunch and learns/conference need to be familiar with CFAR
 - Eric Newel; JP Gladu CCAB; Brian Calliou; Peter Dawson
 - Todd: Priority – Eric Newel
 - Andrea: Jim Carter – COO Syncrude – was active in Human Resource Council
 - Andrea: AENR; Cold Lake; Cheryl ; Familiar with CFAR
 - Tammy – Clint (Davies?) – Conference Material
 - Sandra/Lorne: Brian C. (Calliou?) – Core Competencies
 - Tammy: Left call at 12:30
 - Ideas for conference speakers:
 - Entertaining and brief speakers
 - Primco Dene
 - Strater Crowfoot, IRC – regulates on reserve oil and gas production
 - Mary Ellen Lafond/George Lafond – BC Children’s advocate
 - Teach school of Business; Patti Laboucane-Benson – counselling Native Services; Bearspaw Communication
 - Sandra: will put together a list, build a plan and come back to the board.
 - Sandra: regarding budget, Joe should have out in next 6 weeks.

8. 1pm – adjourn by consensus

At August 6, 2015 Board Meeting – Approval of Previous Minutes – April 2, 2015 - Lorne moved, Todd B 2nd, none opposed, motion carried.