



**2014-09-30 Minutes
Executive Committee
Teleconference**

Participants: Donna Mendelsohn (President - Recording), Connie Simmons (Vice President), Bill Grieve (Treasurer), Doug Badger (Secretary), Lorraine Johnston-MacKay (Past President) and Warren Walker (Guest)

1. Call to Order 7:12 PM

2. Motion: By Doug to move in camera at 7:15, seconded by Connie, **carried** by consensus

3. Motion: By Connie to move out of camera at 8:10, seconded by Bill, **carried** by consensus

Action Item A: Donna to finalize required documentation early on 2014/10/01.

Action Item B: Bill and Warren to deliver documentation to Hinton and meet with staff on 2014/10/02 and/or 2014/10/03.

Action Item C: Lorraine to secure office, collect keys, etc., on 2014/10/09, if required.

4. Motion for Adjournment: By Doug at 8:15, **carried** by consensus

Summary of Action Items for EC Committee: 30 September 2014

Action item #	Action Item	By Who	By When	Date Completed
A	Donna to finalize documentation early on 2014/10/01.	Donna	2014/10/01	2014/10/01
B	Bill and Warren to deliver documentation to Hinton and meet with staff on 2014/10/02 and/or 2014/10/03	Bill & Warren	2014/10/03	2014/10/02
C	Lorraine to secure office, collect keys, etc., on 2014/10/09, if required	Lorraine	2014/10/09	

Summary of Outstanding Action Items for EC Committee: 21 Aug 2014

Action item #	Action Item	By Who	By When	Date Completed
1	Ask Shell Canada for additional information regarding the funding decision on SOW3.	Donna	ASAP	2014/10/01
2	Send the EC the following documents: i) Outline & Status Report on IWMP strategy ii) AWC Annual Report 2013-2014	JNL	ASAP	