



## Executive Committee Teleconference Minutes 14 April 2015

**Present:** Bill Grieve, Donna Mendelsohn, Connie Simmons

**Regrets:** Doug Badger. Lorraine Johnson Mackay may join later in the meeting.

1. **Call to Order** at 7:32 pm.
2. **Review of the Agenda.** Addition requested: AWC recommends Lac La Biche Watershed Stewardship Group (WSG) letter of support from the EC to set up this WSG. Letter from the AWC is in support of WSGs, drafted by Tim and there is a request for signature from the EC.  
**MOTION:** Connie moved to adopt the Agenda as amended. Bill seconded. Carried.
3. Review of the Minutes of the EC meeting, March 31, 2015.  
**MOTION:** Donna moved to adopt the minutes. Bill seconded. Carried.
4. There are no outstanding **Action items** to be addressed.
5. **Financial update.** The bank balance is similar to March 31<sup>st</sup> but subject to the April Board of Directors meeting expenses and honorariums. The balance will be in the 36K range, which will be enough to cover the AGM.  
Question: what is happening with the sub-leasing of the office? The owner has asked for year of post-dated cheques, 6 months of cheques have been provided at this time. We have not heard from the realtor about any sub-lease opportunity.  
Question: is all now settled with past staff regarding payout amounts? As far as we know. This has all been taken care of by the lawyer.

## 6. AGM preparation.

- Janice and Connie finished the newsletter and it is ready to go.
- Donna added more information about the AGM to the website. Suggest that the EC members go to the website to check that the links work.
- Paula has agreed to work on the preamble piece, before the resolutions are addressed.
- The EC agrees to attach one file only that shows the current bylaws with track changes for the membership to consider
- Updating membership list – Brian and Janice have helped with this task.
- Next big thing is the main package. It has to go out by April 23<sup>rd</sup>.
- Question on poster, is it together yet? Unknown - Janice is doing this.
- Will try to get into AU to set up the room beforehand but we may need to pay for security for that time as well.
- Nominations Administration Committee – Bill and Tim. It is the Nominations Committee's understand that all the nominations go to Doug and then to the Bill and Tim and vet them and then to the Board? Yes. There will be no rejecting nominations, just check to ensure the paperwork is in order and that is it. People who are interested should put their nominations in before the time limit, as there will be no nominations allowed from the floor. This information is included in newsletter and website and official notice next week.
- Question: Would there be nominations for the Chair from the floor? That depends on the vote on the Bylaw. If the bylaw is not changed, then the membership can make nominations from the floor, this would not have to come from the elected Board of Directors.

## 7. Letter of support for the LLB WSG.

**ACTION:** A draft letter will be sent to the EC to review and then it will be signed and sent.

## 8. Bill moved to adjourn at 7:57 pm.