



Executive Committee Teleconference Minutes 28 April 2015

Attending: Donna, Bill, Connie
Regrets: Doug, Lorraine

1. **Call to order** at 7:31 pm.
2. **Review and Approval of the Agenda.** Bill requested an addition to the agenda, to have a discussion on the vacant seats on the Board of Directors and the process of filling them.
MOTION: Connie moved to adopt the agenda as amended. Bill seconded. Carried.
3. Review and Approval of the Minutes of April 14, 2015. Change required to clarify item 5. As far as we know we have completed all necessary and legal requirements for financial compensation for previous staff. Statute of limitations is 2 years.
MOTION: Donna moved to approve the minutes as amended. Bill seconded. Carried.
4. **Action Items:** Letter to the Lac La Biche Stewardship Group was the only action item. The letter was completed and sent within the timeframe required.
5. **Financial Reporting:** The Bookkeeper has been keeping up to date on all payments required. Balance is not significantly different from last EC meeting.

- 6. ACTION:** Posting all minutes of the Board and Committees: Would like to have all EC minutes reviewed, approved and posted as soon as possible. Will require minutes from tonight and amended minutes from April 14th completed tomorrow, April 29th.
ACTION: Connie will have amended April 14th minutes and minutes from April 28th available to the EC in the morning of April 29th. It is important that all minutes from this year be posted on the website and available for the Board of Directors after the 2015 AGM.
Board of Directors meeting minutes from last meeting,.
ACTION: The EC will have April 9-10, 2015 Board meeting draft minutes posted on the website under the Board of Directors password protected page. This will ensure that the draft minutes will be available for the next Board of Directors meeting to review and approve.
- 7. Newsletter** out as of April 28th. AGM information is provided and it looks organized and professional. Thanks to Janice and the CCEC and others who assisted with the poster and newsletter.
- 8. EC meetings up to the AGM:** Will be called if needed, otherwise will not have the regular Tuesday evening EC meetings.
- 9. Addition to the Agenda:** Discussion on seats open at the next AGM. Bill requested that this discussion be informal. Discussion moved to after the meeting.
- 10. MOTION:** Connie moved to adjourn the meeting at 7:47 pm.