

**LAC LA BICHE & DISTRICT CHAMBER OF COMMERCE**

Board of Directors Meeting

**Date:** June 11<sup>th</sup>, 2014

**Place:** Community Futures Boardroom

**Present:**

Mr. Reuel Thomas

Mr. Gene Wesley

Mr. Scott Stannard

Mr. Ron Briscoe

Mr. Rick Skyrpan

Dr. Mohammad Al-Bekai (4:45)

Acting Mayor John Nowak

Mr. Walter Ryl

Ms. Katrina Stratichuk-Mammel

Ms. Charlyn Moore

Ms. Gail Broadbent-Ludwig (4:53).

Guests: None

**Regrets:**

Mrs. Seham Fyith

Ms. Nalina Naidoo

Meeting Called to order 4:42pm

1. Review and approval of agenda
  - Motion to approve made by Ms. Stratichuk-Mammel, 2<sup>nd</sup> by Mr. Stannard. Carried Unanimously.
  
2. Review and approval of Minutes
  - Added Ms. Naidoo as 'Regret' to last minutes
  - Motion to approve made by Mr. Stannard, 2<sup>nd</sup> by Mr. Briscoe. Carried Unanimously.
  
3. Business Arising
  - Reviewed Notes from Bookkeeper: WCB coverage for past directors has been removed
  - OT Policy has been reviewed
  - Audit: two directors shall review the financials annually

4. EDA Report: Mr. Scott Stannard
  - Membership Meeting today; not represented: Buffalo Lake, Kikino, School District (Board Members versus administrators not adding value)
  - Oil Development Group OSDG meeting with top oilfield companies in the area in September; EDA can put forward questions and concerns
  - Discussion: Bricks and Mortar representation in the area
  - Per door incentives. 4 Pillars: Infrastructure, Community Well Being, Procurement, Aboriginal. Scott, Rick and Reuel will form an ad hoc committee to make a presentation to the OSDG.
  
5. Lac La Biche County Update: Acting Mayor Nowak
  - Changes, sickness, Peace Officer / RCMP review (hiring freeze in place in that dept.)
  - Nomination day June 23<sup>rd</sup>, Election Day is July 21<sup>st</sup>. July 10<sup>th</sup> the Chamber will host the debate.
  - Diamond Ridge Update: Waiting for numbers for water and sewer modelling. MPC approved a development of approx. 17 homes.
  
6. Financial Update
  - Held over till next meeting to give opportunity to review
  - Discussion: constraints of financials as a result of BNS policy, as it give full access to the account. Discussion Tabled and Mr. Ryl will make a recommendation to us next time.
  
7. Membership Committee Update
  - Webinar from Kyle Sexton focusing on membership strategies. The need to identify our clients.
  - Webinar about Member to Member promotions; Ms. Broadbent-Ludwig to research
  
8. Communications Update: Mr. Briscoe
  - Facebook and Radio engagement.
  - Bulk email service is being utilized within Chambermaster according to new legislation
  - Suggestion to send out specific email regarding the new legislation
  - Mr Ryl: ability is to have *llbchamber* email addresses
  - Suggested communicating Minutes and conveying meeting reminders in various methods; post PDF's of Minutes online and announcing on radio.
  
9. Update on Manager Position
  - Discussion on 3 to be interviewed
  - Recommendation to hire Annette Theron
  - Base salary with a component including a % of revenue discussed and with annual reviews for fair compensation and addressing scheduling etc.
  - Motion to hire Ms. Theron put forward by Mr. Thomas, 2<sup>nd</sup> by Mr. Stannard. Motion carried.
  - Offer to be presented to Board Tuesday of next week
  
10. Special Events Update: Ms. Moore
  - Invited to Job Fair June 26<sup>th</sup>

- Require sponsorship package to be built for Golf Tourney and Evening of Excellence requires a Sponsorship Package Built (Katrina is not comfortable with that); Mr. S kyrpan volunteered assistance

11. Youth /Young Entrepreneur update: Dr. Al-Bekai

- Course being prepared. Will still indicate required board involvement at later date

12. Leading the North Conference

- Opportunity for Networking
- Mr. Stannard suggested collaborating with other Chambers in the area

13. Roles and Priorities tabled

- Last year's annual report will be circulated.

14. Round table discussions

- Member access to Chamber Minutes can be online as soon the new employee uploads Minutes.
- Archery ideas
- Pow Wow: Chamber sponsorship of breakfast? Discussion Tabled.
- Motion by Ms. Broadbent-Ludwig to send a follow up letter to Kegan Muchullogh of OSDG, 2<sup>nd</sup> by Mr. Stannard. Carried Unanimously.

15. Meeting adjourned at 7:02 pm