



LAC LA BICHE & DISTRICT CHAMBER OF COMMERCE

Board of Directors Meeting

Date: September 3rd, 2014

Place: Community Futures Boardroom

Present:

Mr. Reuel Thomas

Mr. Gene Wesley

Mr. Walter Ryl

Dr. Mohammad Al-Bekai

Mr. Ron Briscoe

Ms. Charlyn Moore

Ms. Annette Theron

Ms. Gail Boradbent-Ludwig (5:45)

Regrets:

Mr. Scott Stannard

Ms. Katrina Stratichuk-Mammel

Ms. Nalina Naidoo

Acting Mayor Mr. John Nowak

Mr. Rick S kyrpan

Guests:

None

Meeting Called to Order: 4:55pm

1. Review and approval of agenda
 - Motion to approve made by Ms. Moore, Seconded by Mr. Briscoe. Carried unanimously

2. Review and approval of Minutes
 - Ms. Theron to supply data on July motion regarding 2012 ad fees





- Amended and motion to approve made by Mr. Briscoe, Seconded by Dr. Al-Bekai. Carried unanimously.
- 3. Business Arising
 - OSCA meeting on September 25th at Portage College
 - Ms. Theron to supply Board with final draft of HR Policy.
- 4. President Report – recap on Summer
 - Feedback from Directors on Summer
 - Mr. Briscoe noted success of Archery Nationals
 - Mr. Wesley noted constant member sign-ups over summer
 - Mr. Thomas; feedback on Jim Prentice event – need to continue to engage all political bodies on a consistent basis.
- 5. CN Committee Update: Mr. Wesley
 - No new update
- 6. Governance and Financials Update: Mr. Ryl
 - Finances seem to be in order – July up to date
 - To work with bookkeeper to prepare budget for 2015
- 7. Membership Committee Update: Mr. Wesley
 - Membership packages to be defined; Membership committee to meet with Events committee to determine finalised list of events for 2015. Determine sponsorship fees for 2015 in line with budget and event framework.
 - Set annual target for new members for 2015
- 8. Communications Committee Update: Mr. Briscoe
 - To set up communication guidelines
 - Communication committee and manager to act as gatekeepers for communication going out to members
 - Website being modernised; EoE nominations are available on website
- 9. Special Events Committee Update: Ms. Theron
 - Golf Tournament cancellation discussed
 - Update on E. of E. preparation: Progress with sponsors and planning, need to finalise suppliers and entertainment.
 - Suggested the use of independent nomination committee, perhaps Athabasca Chamber.





- Need to get quotes from all suppliers in LLB for awards, liquor, food and certificates, with preference for Chamber members
- Mr. Briscoe to assist with advertising, contests and raising interest

10. Youth/ Young entrepreneurs Committee Update – Dr. Al-Bekai

- None

11. Manager Report

- AGM preparations in progress. Mr. Wesley to see whether bigger venues are available for event. Need to advertise positions for new directors. Ms. Theron to prepare agenda. Carmen to provide financial info for end of year, Mr. Ryl to audit.
- Meeting with University of Alberta; Mr. Thomas, Mr. Briscoe and Dr. Al-Bekai to attend. Ms. Theron to arrange meeting time and place.
- Office/General: VIC to switch to winter hours. Ms. Theron will be out of the office from September 22nd to the 24th.

12. New Business

- Bookkeeping: Ms. Theron to get information on various bank accounts and costs; ideally get Chamber access to online banking. To be pursued in November.
- Defining the role and priorities of the Chamber now and into the future: Board and manager to create Structure for Board members, including director descriptions and feedback from previous experience. Ms. Theron to set date before AGM to meet up with directors.
- Lac La Biche Job Fair will take place on October 23rd, Ms. Theron to provide support

13. Round Table Discussion

- Need something to show membership; Ms. Theron and Mr. Briscoe to research
- Need to recruit more directors; Ms. Theron to enquire how many new directors required and prepare to recruit new directors. Mr. Thomas to stay on only as advisory role; Board to see whether bylaws allows for this.
- More cooperation with ROABA

14. Next Board meeting set for October 1st, Ms. Theron to set date for planning session

15. Meeting adjourned 7:00pm





Lac La Biche and District Chamber of Commerce

Email Vote: August 18th, 2014

Motion to cancel the Chamber's Golf Tournament set to take place on September 4th.

Yes vote:

Ms. Katrina Stratichuk-Mammel

Mr. Rick S kyrpan

Mr. Gene Wesley

Dr. Mohammad Al-Bekai

Mr. Walter Ryl

Mr. Ron Briscoe

Mr. Scott Stannard

Ms. Gail Broadbent-Ludwig

Mr. Reuel Thomas

Ms. Charlyn Moore

Motion carried forward.

Golf Tournament will be cancelled. Ms. Annette Theron to inform golfers, sponsors and members of the cancellation.

