BCRIMA Board Meeting Minutes

*June 4th, 2014*

***Conference Call***

**IN ATTENDANCE: Jeff S., Gord W., Gloria G., Janiece B., Cindy C., Doug G., Steve M., Philip H., Vilma. Z, Dan H., Jacqueline T.,**

**REGRETS: Annette B., Ben M., Jennifer C.**

**RECORDER:** Janiece Brown

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| ITEM/ISSUE | DECISION(S) | ACTION (By whom, date) |
| **Call to Order – 10:01am**  **Approval of previous minutes – April 30th, 2014**   * **2014 AGM minutes to be approved at the next AGM**   **Business arising from previous minutes**   * See Director’s Reports Below |  | Moved: Jeff S.  Seconded: Janiece B.  **Moved: Gord W.**  **Seconded: Cindy C.** |
| **DIRECTORS’ REPORTS** | | |
| **President’s Report –** Jeff S.   1. Welcome – New Board  * Jeff S. welcomed the new members to the Board and thanks continuing Board members for their ongoing efforts.  1. Programming Meeting  * Date moved to July  1. Strategic Planning Session  * June 20th at Translink office – Thank you Jacqueline T. * If you have topics that you wish to see on the agenda for that day in addition to those tabled from the AGM – please forward requests to Janiece B. to include | Gord W. noted credit card payments to be added to the agenda topics. |  |
| **Vice President’s Report** – Gord W.   * Noted that Michelle W. recently passed away and if anyone would like information regarding her service to contact him directly * Noted that industry social events have been well received and would like to see them continue on |  |  |
| **Secretary Report** – Janiece B.   1. Golf Tournament – August 13th at Riverway Golf Course  * Save the date to go out via email blast * Meeting with co-chair this coming Sunday to keep the process moving forward  1. Website  * Jeff S. is in the process of updating the Board’s positions as well as writing the new President’s message | Phil H. to send out.    Jeff S. to forward President’s message to Phil H. for him to post online. |  |
| **Treasurer Report** – Gloria G.   * Looking forward to working in this new capacity on this year’s Board  1. Signing Authority  * Jeff S. to come off of bank signing authority and Gloria G. to be added * Janiece B., Jeff S. and Dan H. to meet to remove Jeff S. as a signing authority and then Dan H. and Gloria G. can set up a separate time to attend and add Gloria G. on a signor  1. Conference Funds  * Jeff S. noted that he is finalizing the books from the conference, specifically the GST remittance  1. Financial Statements  * Dan H. noted that the financial statements have now been reviewed by the accountant and can be sent to AHBL for inclusion with the AGM package to be filed * Dan H. also noted that we must ensure AHBL’s fee for last year’s filing is included with this year’s as it appears we were not charged. | Janiece B. to forward to AHBL.  Janiece B. to confirm with AHBL. |  |
| **Program Report -** Doug G.   1. Meeting  * Rescheduled to July 11th, 2014 at Ledcor offices from 1:00pm to 4:00pm * If you have any ideas on topics or speakers please forward them to Doug G. * As we did not have the speaker in from Ontario last year – we will look at having them in this year to present | Doug G. to send out meeting invitations via email. |  |
| **Membership Report** – Steve M.   * Jeff S. noted that he is working on inputting Steve M.’s information in to the system so that he has access to the RIMS database * Phil H. asked whether RIMS was assisting the chapters with respect to the anti-spam legislation – Steve M. noted that Bonnie W. is in New York today speaking to this issue on behalf of all Canadian chapters | **Tabled topics such as membership rates, will be discussed at the Strategic Planning Session on June 20th.** |  |
| **Facilities Report -** Cindy C.   * 40 attendees at the May luncheon * Outstanding luncheon fees will be followed up on * Requested to have the discussion surrounding a change of venue or pricing added to the Strategic Planning Agenda | **Janiece B. to add to Agenda for June 20th.** |  |
| **Education Report –** Annette B.   * No Report – Not on Call |  |  |
| **External Affairs Report -** Ben M.   * No Report – Not on Call |  |  |
| **RCC Representative -** Jeff S.   * No reports since our last meeting – but as noted earlier Bonnie W. has been communicating with RIMS on behalf of all Canadian chapters regarding assistance with the new anti-spam legislation * Is the RIMS Canada Conference information coming out soon? * Steve M. noted that information would be posted within the following week or so once spam concerns were addressed |  |  |
| **RIMS Delegate -** Dan H.   * Amendment in RIMS by-laws – to be discussed with group at the Strategic Planning session on June 20th * Moving to a virtual meeting format appears to be a hot topic along with reducing the size of the Board * Race of Relevance book would be good for a read by members prior to the June 20th meeting | Jeff S. has at this time – Janiece B. to read and bring for Cindy C. prior to the workshop. |  |
| **New / Other Business**   1. Social Committee Meeting  * Janiece B. will set the first meeting to get people out who are interested in getting involved with BCRIMA and volunteering at events * If anyone is interested in being involved or knows someone that is, please forward your interest to Janiece B. | Janiece B. to send out meeting request. |  |
| **ADJOURNED** | **Motion: To adjourn – 10:34am** | **Moved: Dan H.**  **Seconded: Janiece B.**  **CARRIED** |
| **NEXT MEETING**   1. Strategic Planning Session 2. Monthly Conference Call | June 20th, 2014 – 9:30am to 4:30pm  July 2, 2014 at 10:00am | **Translink Office** |