

FINAL BoD Conf. Call Minutes of Dec. 14th, 2011



BoD Conference Call Minutes of December 14th, 2011

Present: Dave Hodge, Jay Vanstone, Sean Anderson, Chris Charlesworth

Absent: Nicolas Huard, Jodie La Rose

Meeting commenced at 8:41 pm ET

1. Moved: (CC)
Motion: To accept draft Planning Meeting Minutes of November 18-19-20th, 2011 held in Montreal, Quebec as presented.
Seconded: (DH) Carried
2. PIM 5 revisions: A few revisions to specific sections need to be changed.
TASK: Chris to send out final draft to BoD . To review and confirm at January's meeting.
3. Rigger Course Investigation: Tabled to January's meeting.
4. Member At Large concerns from T&SC: Judy emailed Barry about what the concerns are but a reply was not received.
TASK: Judy to follow up with Barry and report concerns at January's meeting.
5. AD&D survey: Dave sent out a survey to all members about AD&D insurance only 1-1/2 days ago and has already received 13% of membership responses. This is just for collecting information at this time. Once members stop responding to the survey, this information will be passed on to the voting members to vote on (hopefully at the AGM in Winnipeg). If motion is made and passed, details will be looked into. If not passed, this survey may be reviewed at a later date.
6. Office Operating Manual: As suggested at the Planning Meeting, an Office Operating Manual has been started. This is a work-in-progress project and a draft copy will be available for BoD review at the Pre-AGM meeting in Winnipeg.

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7. Promotion budget:
TASK: Chris and Jay to discuss different options and people that may contribute.
8. CWC issues: One of three outstanding course material packages has been received from Monique Andrie, who challenged the course with Derek Orr. All paperwork has been sent to Jeff Dean for processing. The CWC is investigating the two remaining outstanding courses that have not yet been received.
9. Safety articles in CanPara:
TASK: Sean to contact Barry and report back to BoD for January's meeting.
10. AGM reports: A reminder has been sent to all BoD and Chairs to submit their reports by January 25th, 2012 at the latest.
TASK: Judy to send out final reminder upon return from Xmas/New Year's holidays in January.
11. Photo contest: Numerous submissions have been received and have been posted on CSPA's website. Deadline for voting is December 20th. The winners will be announced on or before January 6th, 2012.
1st place winner – photo on membership card
2nd and 3rd place – to be used on other CSPA material.
12. Anniversary pins: Pins need to be ordered but the award's budget has been spent as new Cathy Johnson Service Awards needed to be redesigned and purchased. BoD gave go ahead to order anniversary pins as needed.

Moved: (SA)

Motion: To adjourn meeting at 9:

Seconded: (JV)

Seconded

Next meeting scheduled for January 11th, 2012