



bulkley valley - lakes district airshed management society

Minutes of special general meeting held June 2, 2009 Immaculata Church, Burns Lake BC		
PRESENT:	Laurie Gallant (LG - recording secretary) Doug Bysouth Frits Goossen AJ Downie Dave Duncan Joanne Dickenson Dave Stevens Ben Weinstein	
REGRETS	Jeff Anderson Paul Schwarz	
CALL MEETING TO ORDER	LG called the meeting to order at 2:20pm	
ADOPTION OF AGENDA	Adopted - current financial report, nominations and elections, AGM agenda and roles, facilitator contract.	
MINUTES / REPORT ON ACTION ITEMS	Minutes from April 7 not adopted and action items not reviewed - to be done at next regular Board meeting.	
ADMINISTRATION / FINANCE	Draft May 31 statement circulated. New expenses for AGM: \$150 Hall rental, \$500 advertising, \$220 food, facilitator invoice to be submitted after AGM wrap-up. UBC money is officially donated to AMS for projects other than direct rebates that support Woodstove Exchange.	
PREPARE FOR NOMINATIONS AND ELECTIONS AT AGM	LG put forward a nomination from Paul Schwarz for Frits to be Vice President. Nomination accepted and seconded. Discussion followed on treasury function and Joanne noted challenges resulting from having treasurer in a different town than secretary. Agreed to move some of treasury functions into staff domain (facilitator and woodstove exchange program coordinator) and to move to electronic system. Agreed to prepare budget for summer retreat. Also discussed using Board member strengths to build capacity in our organization and in communities to implement Plan. Agreed to create a new Board position for Local Government Liaison. Joanne nominated, accepted, and seconded. Vacancy created for Treasurer. Laurie noted that as the facilitator contract expires July 31, she is able to stand for Treasurer. Nomination accepted and seconded.	AJ and Laurie to create electronic book keeping template. Draft Financial Statement needs to be confirmed and finalized. Role of Local Government Liaison position to be defined and circulated.

	<p>LG passed on message that Jeff Anderson is willing to stand again as a Director. No other nominations received, therefore by acclamation the following slate will be presented at the AGM.</p> <p>President: Dave Duncan Vice-President: Frits Goossen Secretary: Ben Weinstein Treasurer after July 31: Laurie Gallant Local Government Liaison: Joanne Dickenson At-large: Dave Stevens At-large: AJ Downie At-large: Doug Bysouth At-large: Jeff Anderson At-large: Paul Schwarz</p> <p>Post -meeting note: Northern Health has requested to have a representative on our Board; nomination received too late to be sworn in a regular AGM - can be done at a special meeting.</p>	
AGM AGENDA REVIEW	<p>LG confirmed all presentations are ready, President Dave Duncan will introduce film, everyone will pitch in to help with BBQ, we will have live musical entertainment, and reviewed the workshop format.</p>	
FACILITATOR CONTRACT	<p>Noted that LG's contract expires July 31, 2009. Due to other contract obligations LG will not be able to renew contract but will be available for special projects but not day to day management activities. Funding for 2009/10 unknown at this point - may be August or September before MOE can confirm contributions due to recent election and summer Cabinet recess. Jeff Anderson's message passed along that he is interested in applying for the position. LG noted that a transition period will be needed and she is available to help pass along AMS documents and files. Ben noted that finding someone to keep the website current would be easy and can be separated from regular duties if needed.</p> <p>Noted that we have two major events to organize in this transition time: summer board retreat and Burn Operator's Forum.</p>	<p>Executive to form hiring committee following organization policies.</p> <p>LG to draft up job description.</p>
ADJOURNMENT	<p>Meeting was adjourned at 2:45 pm.</p>	