

CPF BC and Yukon
F2F Meeting Minutes
03 – 05 May 2009

03 May 2009

Attendance

Board

President: Debra Pool

Vice President: Victoria Vaseleniuck

Secretary & Youth Director: Brittany Harris

Director: Sabine Schweiger

Director: Marcela Navarro

Staff

ED: Robert Rothern

System and Office Manager: Dimitry Morales

Guest

CPF National ED: Jim Shea

Call Meeting to Order

Report from National

Jim Shea (National Executive Director) joined our meeting and updated us on National perspective and we shared our provincial perspective with Jim. Discussion ensued around the database, IT, possibility of a joint Olympic project, BC's multilingual pamphlet, national's goals to have a national presence in many forms ie, French embassy, government, teacher associations. We thanked Jim Shea for attending the BC Concours and for being a key note speaker.

Review and Adoption of Minutes from April 7th, 2009

Add Kelowna, remove Vancouver (just Nanaimo & Kelowna)

MSC Marcela/Sabine To approve minutes as amended

ED's Report -see attached report.

22 applicants for the Communication and Fundraising Officer position

Office Managers Report -see attached report.

AGM

Robert to make arrangements

Concours

3 Board members attended Concours and thank you to Marion Laramie for coordinating a very successful event. Board, staff, coordinator and Jim Shea to submit a report

Finance

MSC Victoria/Sabine To adopt the 2009-2010 preliminary budget as a working budget as presented on May 4, 2009 with the following change, a 1.5% salary increase to the Systems and Office Manager and the Chapter Support and Community Outreach Officer positions effective the date of hire.

MSC Debra/Sabine To hire the CFO on a six months contract.

04 May 2009

Set the Agenda
In Camera Minutes
Finance Report
Nominating Committee Report
Award Report
Strategic plan

Finance Report - see attached report

We have a 61,640.00 surplus. 33,841.00 is the retained earnings.

Recommendation:

1. to raise funds for the Award
2. develop policy regarding chapter start up fund

We looked into governance costs for similar boards and found that those boards with regional representation incur comparable costs.

Robert to report back to the Board regarding Summer Hours & the distribution of staff development monies.

Discussion ensued regarding rebates to chapters during the membership drive.

The preliminary budget will be added to the 4th quarterly report. The 4th Quarter report to be reviewed by Susan and the finance committee before submitting to the auditor.

Nominations Committee Report - see attached report

Awards

Postponed to next Board meeting

Bouquet de Merci

Marcela to chair and Sabine the 2nd Board member to review the nominations. The deadline for bouquet de merci nominees is June 30, 2009.

Strategic Plan

Sent out to membership for review and comments.

05 May 2009

Personnel Policy

Changes were made to the national personnel policy to bring it in line with the BC Yukon CPF vision. **Brittany please include policy changes.**