

CPF BC and Yukon
Face to Face Minutes
8 November 2009
Plaza 500 Hotel, Vancouver

Attendance

Board

President: Debra Pool
Secretary: Brittany Harris
Vice-President: Victoria Vaseleniuck
Director: Sabine Schweiger
Director: Marcela Navarro
Director: Selena Mell

Staff

ED: Robert Rothon
Office Manager: Dimitry Morales
CSOO: Glyn Lewis
CFO: Robin Streudel
Office Assistant: Erika Rosales

Meeting Called to Order 2:00pm

Approval of Agenda Approved by consensus

Staff Reports

Office Manager – report submitted

In this quarter Dimitry has been primarily focused on finding an auditor and is recommending The Raber Mattuck Group located in Vancouver. Also setting up a direct banking system, managing AGM registrations, setting up twitter, setting up chapter websites and dealing with general finances.

Concours dates: May 8, deadline for registration is April 16.

Executive Director

Robert warned that funding may be delayed until the bilateral funding agreement is signed by the Provincial and Federal government.

New funding requirements necessitate audience surveys, (which will be developed and tested over the next quarter) and monthly financial reporting. The finance committee will have to determine how they want these reports incorporated into their own work.

Over the next month, ED's from each province will be participating in national's multicultural initiative, attending a national branch ED meeting in Montreal November 12- 14, 2009 and undertake a review of Rencontre.

Office Assistant – Erika's large project continues to be working on developing the resources section of the website and she was involved in planning the AGM.

Chapter Support and Outreach Officer

The organization has had a slow start this year with high chapter turnovers and new chapters being established. Much of Glyn's time has been spent bringing these chapters up to date on branch requirements and resources, and updating branch information on the chapters. Advocacy initiatives are currently focused on Kamloops, whose school board wants to institute a single track school. We are looking to establish a chapter in Lake District Kelowna, and Richmond, and possibly Fernie. Burnaby continues to be a challenge. Over the next quarter Glyn hopes to travel to these communities and re-engage with the membership.

Communications and Fundraising Officer

Since being hired Robin has worked on developing the advocacy toolkit, preparing media releases, and working on general communications. In the future she plans to work on the newsletter, profiling our membership demographics to entice advertisers, and update the media contact and partners lists.

Approval of the Minutes

MSC Brittany/Sabine To approve the October 6, 2009 minutes with the above changes.

Changes to be made to the minutes: add year that minutes were approved, the time adjourned, replace many many years with 12 years, and note that Madeline Helm's contributions will be recognized in the Concours printed program.

Financial Report

We are financially secure despite the loss of \$63,000 as funding for promoting French Immersion was cut and we have yet to determine how this loss will affect our budget.

Meeting adjourned 3:30pm