

MINUTES - CPF & YUKON BOARD OF DIRECTORS MEETING

Vancouver, B.C. at 1508 West Hastings Street.
Saturday September 15th and Sunday September 16th, 2007.

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Present: Directors: Heather Newman, Marie Reed, Leila Remfry, Marie-Noelle Genest, Marcela Navarro.
ED: Rita Parikh.

Regrets: Directors Sabine Schweiger, Victoria Vaseleniuck.

Call to order at 9 a.m.

MSC:Leila Remfry, Marie Genest - adopt the Agenda.

MSC:Heather Newman, Leila Remfry - adopt the May 2007 Board minutes with the June amendment.

Heather Newman gives the President's Report

- French Quarter at the Olympics
- National Strategic Planning Meeting in Toronto in June
- Rita discussed the National AGM in October in Richmond, focus to be on strategic planning.

9:30 am

Dimitry Morales and Helene Roy arrive.

Dimitry reports on the upcoming office move:

The extensive office search has resulted in 409 Granville Street being the chosen location.

- Good location
- Excellent facilities
- Excellent building in good repair
- Easy accessibility by skytrain and the new Canada line
- Move date between October 15 and November 1
- Design planner to arrange office, building to provide paint, carpets, wiring.
- Rita suggest and Open House to combine with next Board Meeting.
- Afternoon/evening Open House
- Board Meeting to be January 12th/13th 2008.

Helene's Report:

- AGM in 6 weeks
- Coast Victoria Harbourside Hotel and Marina
- Everything in place and underway
- Rencontre a plein air October 19th to 21st.
 - o Registration slow, needs a push!
- Concours (Lana is event co-ordinator)
- Waiting on SFU for date confirmation
- Rencontre at SFU now receiving resumes for Coordinator

Financial Committee Report:

- reforecast coming in 1 month
- cash flow good
- contribution agreement signed

MSC Heather Newman, Marcela Navarro - accept the report.

Executive Director's Report:

- staff issues still a concern
- Rita to document staff issues and keep them on file
- Continuing work being done to resolve issues and continue the search for the 3rd staff member

BREAK FOR LUNCH *****

- Rita continues, discussing the CPF online boutique
- Our continuing work with Powell River, Pemberton, Haida Guay and Revelstoke, all with good possibilities of having programs
- We have to consider the next Action Plan on official languages: Board to decide what we want for the next five years? What will our voice be?
- What will our recommendations be towards the provincial plan and educational caucus.
- Need specific details, Nancy Taylor to assist Rita.

Auditor's Report:

- We need to find a new auditor, Helen Ross is not continuing.
- Final draft of the report was accepted and approved

Personnel Policy Changes:

- What we want and don't want:
- Start with issues we need to address such as passwords, shared or not?
- Emails from home, remote access
- WHO is the IT department, inspections may happen, 3rd party software/applications, transfer of licenses.
- Compiled DRAFT form of Information and Services Policy and Procedures Agreement, to be adjusted as per our discussion and sent to Victoria and Sabine

MEETING ADJOURNS for the day @ 4:15 pm

MEETING RESUMES on Sunday September 16th at 10 a.m.

Present are Heather Newman, Marie Reed, Leila Remfry and Marcela Navarro.

General discussion of the success of the Nominations Committee and the importance of the new members to the Board having an up to date Orientation Manual, as well as a welcome/update letter bringing them up to speed on successes and challenges of the past year and issues we will face in 2008.

MEETING ADJOURNS @ 12 Noon