

CPD Participation:

1 PDH



APRIL 2005 BRANCH EXECUTIVE MEETING Fort McMurray Branch

Wednesday, April 6, 2005
Room 131, Father Mercredi High School
Fort McMurray, Alberta

Present: Rattan Garcha, Paul Hagar, Mustafa Malik, Dylan Miles, Prakash Mullick, Jacob Oommachan, Samir Rashid, Vic Saari, and Mike Sneath

Regrets: Joseph Amalraj, Mitch Azmier, Christine Hernani, Jason Kachur, and Andrew Rosser

Absent: John Huntley, and Prabhakar Reddy

(Minutes recorded by Prakash Mullick)

MINUTES

Meeting called to order by Chair Vic Saari at 19:38 hours.

1. Review Agenda

Agenda was accepted with the addition of Item 7.1 – Distribution of Event Notices.

2. Minutes of Meetings

March 9, 2005 – Jason Kachur and Mustafa Malik to be recorded as Regrets not Absent. Minor correction in Treasurer's Report, "an event summary..." instead of "and event summary...". Moved by Paul, seconded by Mike to accept the amended minutes. Motion carried.

AGM on March 22, 2005 – In future, either list the designation of all Executive Members or none. Moved by Prakash, seconded by Jacob to accept the amended minutes. Motion carried.

3. Secretary's Position

Jason Kachur has offered to be the Secretary for 2005-2006. Moved by Prakash, seconded by Dylan to accept Jason as the Secretary. Motion carried. Jason will review the Secretary's duties. Jacob to distribute copies of the Branch Manual to new Executive Members.

4. Treasurer's Responsibilities

Mustafa to contact Andrew to amend the Signing Authority at CIBC Branch in Thickwood. Prakash to send Mustafa the proposal accepted last year.

5. Outreach Coordinator's Role

Some of the activities during the year are the Science Olympics, Teachers' Awards, and School Visits. Samir to discuss with Joseph and Jeanne Keaschuk of APEGGA HO.

6. Planning Session on Monday, May 16, 2005

To be held at Father Mercredi High School, Room 131, starting at 18:30 hours. Rattan to make arrangements for food – pizza, wings, salad, soft drinks, etc.

Dylan to forward the Events Table from last year to all Executive Members.

7. New Business

Agreed that Dylan will develop a template for Event Notices that will be used by all organizers. This will ensure consistency and accuracy. Event organizers will prepare the Event Poster and distribute to all Executive Members for posting at their respective workplaces. APEGGA HO will distribute Event Notices via e-mail to all members. They will include relevant information about the event in the body of the e-mail, not as an attachment.

Vic to advise APEGGA HO that under no circumstances Event Notices are to be sent via Canada Post. Mike stated that as an APEGGA member he objects to the waste of money to distribute notices via Canada Post.

8. Around the Table

Rattan – there is no guarantee for any position for the next year. It will depend on whose names have been nominated for the different positions.

Mustafa – Any vacancy on the Executive will be filled by the remaining Members.

Dylan – Joint CIM/APEGGA Meeting on May 17th at the Oilsands Discovery Centre.

Vic – Nominating Committee to be chosen at the Planning Session. Dates for future meetings to be finalized at the Planning Session. He will be attending the AGM in Calgary.

Jacob – The expenses for the AGM were \$1629.70 of which \$1196.63 was for food for 50 people. Only 25 individuals were in attendance at the AGM. In future, we need to order food based on anticipated attendance plus 10%.

9. Next Meeting

Monday, May 16, 2005. Father Mercredi High School, Room 131, starting at 18:30 hours.

10. Adjournment

Vic adjourned the meeting at 20:38 hours.