

LAKELAND APEGGA BRANCH EXECUTIVE MEETING MINUTES

Location: Outriders Steak House, Cold Lake

Date: 2005/04/15, 6:00 PM

Attendees: Roy Roth (Chair); Lisa Brouillard (Vice Chair), Ish Thaleshvar (Treasurer); Doug Wilkins (Secretary); Bill Barnes, Greg Forgeron, Michelle Kenny (Members at Large)

1. Call to Order

2. Review Previous Meeting Minutes

- Meeting minutes accepted.

3. Current Meeting Items

• PD Event

- PD event confirmed for May 10th at the Marina Room. Dinner at 6:00PM and 7:00 PM presentation on climate change. Cost \$16.
- Roy has sent in notice to APEGGA for distribution. Notice was circulated.
- Ish to book Hammel's for dinner.
- Waterfront picture selected as speaker's gift. Lisa to organize.
- Screen will be needed, and projector & laptop may be needed depending on presenter's requirements. Roy to feed presenters need to Doug, Doug to organize equipment as needed.

• APEGGA/ASET Annual Golf Tournament

- A number of branch members might be away on June 25th, so June 18th was selected as a preferred date. Roy to discuss with Ajaz, and the 25th will be retained as a fall-back date if the 18th turns out to be impossible.
- Roy will prepare a notice to members once the details have been finalized.
- Lisa to organize tee-time schedule and prizes, which are planned to include IOL shirts, gift certificates of ~\$15 (Tim Hortons, Harbour House, Clarks all suggested)
- Roy to check if there is some APEGGA merchandise available as a prize
- Plan is for every participant to receive a prize
- There were no opinions expressed regarding golf course preference, so decision will be left to availability, etc.

• Branch Mixer

- As there are a number of spring events planned, it was decided that early fall was the best time as it could be used to promote the fall PD event which is under consideration.
- It was agreed that it would be most appropriate for the Branch to buy food/snacks for the event, and individuals will be responsible for own drinks

- Locations discussed included TAPS, Mark's Pub, and Officer's Mess. Availability of other activities (pool, foosball, etc) was recommended.
- It was concluded that an Thursday evening (around 7) in September would be the best timing
- Plan to invite local science teachers to mixer to encourage participation in future science events.
- Greg to organize once it is closer to selected timing.
- **Upcoming Requirements - Business Plan and Budget**
 - Business plan is due in June. Roy to forward last year's plan to Bill, Bill to update for 2005.
 - After business plan is complete, will be used to prepare budget (due July 2005). Plan to discuss at next meeting.
- **Outreach Update**
 - Branch did not participate in the Science Olympics this year as the timing was too tight. The plan is to participate next year, but will need more members to support Tera in this initiative.
 - Teacher award and grade 8 student award are coming up in the spring
 - Elementary school science night is being considered; gauging interest
- **Future Meetings**
 - Branch agreed to have a more formal meeting schedule, with meetings every 2 months on a Wednesday the initial target. Roy to finalize a time-table which places meetings before each upcoming branch activity.
 - Need to include Ross P. from APEGGA council in a future meeting. Bill to investigate use of a library conference room, otherwise will consider room at Lakeland or use of an exec member's home.

4. Other New Business

- Suggestion was made that future notices to members include email in addition to phone contact info. Plan to include starting with golf event notice.

5. Date/Time of Next Meeting

- Next meeting in June, with plans to finalize golf event and work budget.

6. Adjourn