



**PEACE RIVER BRANCH EXECUTIVE MEETING**  
**September 15, 2008**  
**GRANDE PRAIRIE, AB**

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**MINUTES**

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**PRESENT**

Steven Little, P. Eng	Chair / Executive Recorder
Bert Hunt, P. Eng	College Liaison
David Lario, P. Eng	Past Chair
Ron Zylla, P. Eng	Member at Large

**REGRETS**

Tanvir Sadiq, P. Eng	Vice Chair / Treasurer
RaeAnne Leach, E.I.T.	Outreach Coordinator
Kristine Donnelly, P. Eng	Member at Large
Scott Roessler, P. Eng.	Member at Large
Timothy Lau, P. Eng.	Member at Large
Jim Smith, P. Eng	Member at Large
Chris Bock	Member at Large
David Munjak, P. Eng	Member at Large

Action By

**1. Call to Order – Acceptance of Agenda**

1.1 The meeting was called to order at 7:20pm.

Info.

1.2 Agenda accepted as amended:

1.2.1 Additions

1.2.1.1 Letterhead / Member At Large Status

**2. Minutes of June 27, 2008 Meeting**

2.1 Accepted as with the following amendments:

Info.

.1 Modify Regrets list to be more in keeping with those that were actually invited.

.2 Modify item 12.1, Bert was asking who is actually on the executive, who should be invited to meetings and are they being invited.

**3. Business Arising from Previous Minutes Not Covered by Agenda**

3.1 No items to add. Info

**4. Branch Business Plan**

4.1 Plan sent around via email was acceptable with the exception of the year appearing incorrect on every page but the first. Steven  
.1 Motion by Bert, Second by Ron.  
.2 Steven to submit to APEGGA.

**5. Budget**

5.1 Branch is in good financial standing.

**6. Outreach Report**

6.1 School Science Night.  
.1 Targeting November 6 as our Science night. RaeAnne  
.2 Bert suggested that getting student volunteers would be easy. /David /  
.3 Steven to discuss with RaeAnne, David offered to help organize as well. Steven  
.4 Steven to investigate prizes.

**7. Scholarship Committee**

7.1 Bert would like an updated list of members within the Peace Region. Steven  
7.2 Branch to pick up cost of mailing letters to members.  
7.3 Still considering a fundraising event in November.

**8. ASET / APEGGA Golf Tourney**

8.1 Tourney was held July 19, 2008 at Spruce Meadows. Info  
.1 Well attended with approximately 38 APEGGA members, and 12 ASET members.  
.2 Well received, format changes should be considered for next year.

- Shot Gun Start
- Prepaid entries
- Corporate Sponsors (Fundraising event)

**9. Professional Development Seminar**

9.1 Is there potential for a Ft. McMurray trip, charter a plane, spend the day touring the facilities. Steven to investigate costs associated with this type of event. Steven  
9.2 Is there potential to have local professional members present topics that would appeal to other members and count towards PD points? Steven  
.1 "Dangers of Building Foundations Near Water Table"

**10. Additions**

- 10.1 Letterhead
  - .1 We need to ensure Branch letterhead stays current. Will conduct email editing frenzy. Steven
  
- 10.2 Future Meetings
  - .1 4:30pm, intent is to minimize impact to daily schedule. Most companies will allow time off to conduct PD. Info
  - .2 First Monday of every month (October 6, November 3, December 1)
  - .3 Agenda to be followed with no deviation, meeting will last less than one hour. After adjournment members can discuss or extrapolate on items as they see fit.

**11. Next Meeting**

- 11.1 **Next meeting J107, Grande Prairie Regional College, 4:30pm.** Info.

**12. Adjournment**

- 12.1 Motion to adjourn by Ron, second by Bert. The meeting was adjourned at 8:30 pm.