

**APEGGA VERMILION RIVER BRANCH**  
**Executive Meeting Minutes**

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**Date:** September 16, 2002  
**Location:** BAR Engineering Conference Room

**Members Present:** T. Benko, T. Cherry, S. Stark, K. Thomas, K. Cramer, S. Breen

**Members Absent:** S. Dieken, J. Sweeney

**Minutes Prepared by:** T. Cherry

***Action items for next meeting identified by Bold Italics.***

**1. Call to Order:** 6:55 PM

**2. Approval of Agenda:** Reviewed & approved.

**3. Reading and approval of minutes for June 10, 2002 meeting:**

- Brad only attendee at Branch Exec orientation session. Tim unable to attend.

**4. Old Business Action Items:**

- a) Agenda was provided at Exec Meeting.
- b) Kathryn and Trent to prepare and submit 'PEGG article by November 4, 2002.
- c) Trent to prepare draft Business Plan and distribute by September 30, 2002.
- d) Sheldon and Trent to contact School Boards to implement Science Olympics in 2003.
- e) Dinner Presentation options to be discussed at October 1 planning session by all.
- f) Sheldon to send out Branch membership list. Executive to phone members for missing e-mail addresses.

**5. New Business:**

- a) Discussion around bringing in new executive to replace members that have moved or resigned. **Kathryn to contact 3 people (2 Talisman, 1 Integra); Steve to contact 1 person (PVR); Kevin to poll BAR for other interest; Sheldon to contact 1 person (HLU).**
- b) Kathryn Cramer to take on Vice Chair responsibilities.
- c) 2003 National Engineering Week to be coordinated by Sheldon and Trent.
- d) September 2002 Council Meeting attended by Kathryn Cramer with following notables:
  - Let Len Shrimpton know about having branch rep on Mentoring Committee.
  - President's Visit format discussed.
  - N.E.W. promotional material available.
  - All budgets are in.
  - Orientation session format to be potentially revised (morning portion)

## 6. Committee Reports:

### a) Events:

- Tour of ADM Facility (Tim, no date at this time)
  - Due to reduced Plant on-time, tour has been postponed. Tim will bring to table in future when appropriate.
- Golf Tournament (Sheldon/Steve, June 2003):
  - Sheldon and Steve volunteered to organize annual golf tournament.
  - Sheldon provided revenue summary of Golf Tournament.
- Fall Dinner Presentation (Sheldon, November 2003 hopefully):
  - ***Tentative topic of "Light Up The World" to be confirmed (Sheldon).***
  - Other possible topic ideas to be forwarded.

### b) Student Outreach (Sloane):

- Marwayne student award presentation, presenters required.
- Dates of future awards to be confirmed (Sloane)

### c) PD Committee (Kevin):

- Kevin provided revenue summary of PD day. **\$1587.61 net profit!!**
- Major drivers behind net profit was increased attendance and negligible dinner speaker cost (no mileage or event fee). Room cost slightly higher than in past.
- Will continue to coordinate PD Day.

### d) Teacher Awards (Tim) :

- E.S. Laird wants information on who to contact for information.
- Lloydminster Comp interested in putting names forward.
- School list to be updated and schools to be contacted (potentially in person?)

### e) Nominations (Sheldon):

- Sheldon Stark volunteered to handle 2003 nominations.

### f) Communication:

- Database (Sheldon):
  - Sheldon received updated Branch list from APEGGA.
  - Sheldon will split list between Executive members to have list updated with correct information and e-mail addresses.
- Newsletter (Kathryn/Kevin):
  - Kevin to assist with newsletter.
- Liason (Sheldon):
  - Sheldon volunteered for APEGS/ASET/SASTT liason.

### g) Treasurer's Report (Sloane) :

- Balance: **unavailable**, \$37.00 petty cash

## 7. Next Meeting:

- **Location: 1<sup>st</sup> Floor Husky MOB**
- **Date: October 21, 2002**
- **Supper Volunteer: Steven Breen**

## 8. Adjournment: 8:30PM