



AKBLG EXECUTIVE MEETING

MINUTES

April 24th, 2020

START time: 8:30 am pst /9:30 am mst

END time: 11:30 am pst / 12:30 am mst

ZOOM: Meeting ID: 444 801 9621 Password: 077808 Phone: +1 778 907 2071

<https://zoom.us/j/4448019621?pwd=K2ErZlRXZ3pNaDdsRmxwQ2FWQzJ3Zz09>

ATTENDANCE:

Present:

President Roly Russell – Director RDKB
Vice President Clara Reinhardt – Mayor of Radium
Past President Rob Gay – Chair RDEK
Director Garry Jackman – Director RDCK
Director Ron Popoff – Councillor Cranbrook
Director Diane Langman – Chair RDKB
Director Ange Qualizza – Mayor of Fernie
Director Adam Casemore – Director RDCK
Director Rob Lang – Councillor Village of Kaslo
Executive Director – Carolyn Maher

Regrets:

none

Call the meeting to order at 8:34: am

1. Approval of Agenda (att. 1)

MOTION:

to adopt the agenda as presented.

CARRIED

A. CONSENSUS AGENDA:

2. Previous Executive Meeting Minutes (att. 2)

- a. Motion to approve Minutes from Regular Executive Meeting, March 12-13th, 2020
- b. Motion to approve Minutes from Special Executive Meeting, March 24th, 2020

3. Executive Director Report (att. 3)

- a. information for receipt. n/a

4. President Report (att. 4)

- a. information for receipt. received late

5. Committee & Appointments written reports & committee minutes received for information

(reports not requiring discussion are placed in Consensus agenda):

- a. HR / Finance Committee
 - i. 2020415 HR/F Committee meeting record

6. Financials

- a. n/a

7. Communications

- a. Thank you letter to Convention Coordinator Andrea Tubbs.
- b. Update to the Membership – Communication sent https://akblg.ca/2021_convention.html

MOTION: *to endorse the consensus agenda.*

Note that this motion includes the following motion(s) that are directly tied to actions:

Approval of minutes.

CARRIED

B. REGULAR AGENDA:

8. Communications

- a) n/a

9. New Business

- a) n/a

10. Unfinished Business

- a) Members' Education Workshop – Kaslo, October 8th, 2020 – Past Pres Gay
 - i. Discussion (att. 10. a.) Continue with planning. Do not commit to any funding at this point.
 - ii. Workshop to be promoted at UBCM luncheon – Verbal invitation by Kaslo
- b)
 - i. ED Core Contract
 - ii. ED Schedule A
 - iii. ED Schedule B with amendment in: Management of Sponsorships to delete ~~and/or Vice-President~~
 - iv. ED Schedule C

MOTION: 2020-04-24-01 to accept documents 10bi. ii. iii. iv. as received.

CARRIED

11. Committee & Appointments written reports:

- a) **Finance, Human Resource Committee** – President Russell (att. 11. a)
 - i. Draft reserve policy – for review and annual approval – Past President Gay
Minimum and maximum reserves discussed and determined. Target maximum reserves at \$60,000; Minimum reserves at \$45,000.

MOTION: 2020-04-24-02 to adopt the Financial Reserve policy as amended.

CARRIED

- ii. AKBLG / CRT LGC meeting April 22, 2020 – Pres Russell – (att. 11. a ii) received late AKBLG / CRT LGC Agreement – document received to the agenda. Discussion.

MOTION: 2020-04-24-03 to endorse the AKBLG / CRT LGC Agreement as received.

CARRIED

b) Policy Committee – Chair Director Jackman

- i. Outward facing documents discussed. Work continuing.

c) AGM & Resolution Ad Hoc Group – Pres Russell, Director Qualizza, Jon Wilsgard (att. 11. c)

- ii. Verbal Report: notes attached – Pres Russell
Discussion of rolling out the AGM and Resolutions in a new format/platform due to the cancellation of Convention. AGM to possibly be held during Sept UBCM. More information to come.

d) Nominations, Elections, Life Membership(s) Committee – Director Casemore / Pres Russell

- i. Discussion of extension of terms due to AGM postponement
 - If there is not a Directors' election in 2020 then twice as many Director positions would be up for election in 2021. This could present a potential risk to the Association for continuity. No movement on nominations and elections until we know if UBCM will be cancelled in September or not.
- ii. Call for Nominations extended until (?)
 - TBD when more information comes forward of re-scheduled date for AGM.

e) Resolutions Committee – Director Qualizza (att. 11. e)

- i. 2020 Resolutions sent to UBCM
 - Director Qualizza is in conversation with 3Birds Consulting for technical assistance in providing a format for having the 2020 AKBLG Resolutions online where members can provide comments and rating of top priority Resolutions.

f) CRT LG Committee Report – Director Qualizza (att. 11. f)

- i. Director Qualizza provided notice to resign from this appointment as AKBLG representative on this LG committee.
 - Discussion. A special meeting will be called to determine a new appointment to this committee.

g) MIABC – Past President Gay

- iii. Verbal Report

h) UBCM – President Russell

- i. Verbal Report, specifically re: potential COVID19 implications on fall UBCM Convention.

12. Strategic Planning – President Russell

- i. Consideration of the frequency of meetings. Conducting meetings via video rather than in-person may provide potential to meet more often. As more consistency is acquired through written Policy and Terms of Reference, we may notice less need for as many committee meetings. To be determined going forward.

13. In-Camera – n/a

14. Good and Welfare – All – two key points of interest from each Director

15. Executive Meeting Dates Schedule review and confirm

*This calendar is amended and adopted at each Executive meeting.
This listing is on every Agenda and at the end of Minutes for easy access.*

- TBD – Special Meeting to be called re: CRT LGC/AKBLG representative – Zoom
- June 23, 2020 start time 2:00 pm mtn – Zoom (end time 7:00 pm mtn)
- September 21-25, 2020 during UBCM TBD (Sept 23 in afternoon is possibility)
- November 2-3, 2020 in Creston TBD - potentially Zoom
- January 2021 by Zoom TBD
- Mid-March 2021 in Radium TBD
- April 23-25, 2021 Convention and AGM in Radium

16. Adjournment: 11:18 am mtn