



## AKBLG EXECUTIVE MEETING

### Minutes

January 22, 2020 by telecon 8:00 am pst /9:00 am mst

### VIDEO / CALL IN

#### 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 November 7<sup>th</sup>, 2019

#### 3. Executive Director Report (att. 3)

- a. n/a

#### 4. President Report (att. 4)

- a. information for receipt.

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

- a. Information for receipt. – *reports not requiring discussion are placed in Consensus*

#### 6. Financials (att. 6) x 3 docs

- a. 2019 Budget vs Actual Expanded
- b. 2018 Financial Statements for review of page 2 of Total Liabilities and Net Assets per AKBLG Accountant
- c. Current Balance Sheet Previous Year Comparison

#### 7. Communications received (att. 7)

- a. information for receipt: n/a

##### MOTION

*to adopt 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 received (att. 8)**

- a) UBCM Conveyance of Resolution 2019-C62 – referred to the Resolutions Committee for Recommendation.

**MOTION: 2020-01-22-01**

*to refer Resolution 2019-C62 to the Resolutions Committee for recommendation*

**CARRIED**

**9. New Business**

- a) Advocacy Strategies –  
The resolutions cycle will bring forward community issues to be supported. A resolutions education piece to be prepared and delivered to Members at the April AGM. Content to include that the budget supports the business of advocacy. \$4000 to be retained in the 2020 budget line; Advocacy. BF Resolutions Committee and President Russell.

**10. Unfinished Business**

- a) Document management system update – ad hoc Committee Chair Qualizza, Pres Russell, VP Reinhardt, Director Jackman (att. 10. a)
  - i. Proposal from 3Birds for FileShare access from the AKBLG website  
Discussion for contract to include the potential for requiring 5 additional support hours from 3Birds.
  - ii. Review of file manager self-experiences from test site outlined in Proposal.

**MOTION: 2020-01-22-02**

*to adopt 3Birds FileShare proposal for implementation*

**CARRIED**

- b) October 2020 Education Workshop for Members – Past Pres Gay (att. 10. b i)
  - i. Public Engagement LG Workshop in Kaslo  
Past Pres Rob Gay lead the discussion of a workshop proposal and suggested to review: Small Town PR playbook. <https://www.northerndevelopment.bc.ca/small-town-p-r-playbook/>  
A marketing piece will be developed for distribution at the Convention and AGM.  
Call for planning committee volunteers

**MOTION: 2002-01-22-03**

*to appoint Past Pres Gay, Directors Lang, Casemore and Popoff to an Ad Hoc Fall Workshop Committee*

**CARRIED**

**11. Committee & Appointments written reports:**

- a) **Finance, Human Resource Committee** – President Russell (att. 11. a)
  - i. 2020 Budget – Working Draft

**MOTION: 2020-01-04**

*that the Policy Committee develop draft content for the professional development line in the budget*

**CARRIED**

- ii. 2019 Budget, Actual, 5-year projection  
Consideration for reserves; to follow generally accepted non-profit reserves guidelines. Recommendations to come forward following discussions with the AKBLG Accountant and the preparation of the 2020 Financial Statements.
- iii. HR Report submitted  
Discussion and review of UBCM accepting proposals from First Nations for Membership.  
HR Committee to have further discussion of processes, opportunities and threats:
  - 1. Consider Membership eligibility criteria with UBCM; determine how AKBLG can defend the same/different criteria.
  - 2. Communications Brief to be prepared for inviting FN to join AKBLG through Membership.
  - 3. Source any required changes in the AKBLG Bylaws to be addressed for considering FN as voting members.There is consensus for AKBLG to engage with First Nations. Research to be brought forward through Pres Russell.

**b) Policy Committee – Chair Director Jackman (att. 11. b)**

- i. Report submitted

**MOTION: 2020-01-07**

*Move to adopt recommendation from Parliamentarian/Elections Officer Jon Wilsgard concerning the Elections process at the AKBLG AGM:*

*"notwithstanding s.6.5 of the Constitution, the AKBLG executive per its authority bestowed under s.5.6(a) resolves by policy statement that Association Elections shall include an advance voting opportunity"*

**CARRIED**

**MOTION: 2020-01-06**

*Move that the current policy under Pre-Convention Workshop be replaced with:*

- 1. *The purpose of a pre-convention session is to provide additional learning and networking opportunities for our membership while they have already travelled to a common location in preparation for the Annual Convention and AGM.*
- 2. *The responsibility for the organization and implementation of the pre-convention session rests solely with the independent sponsor.*
- 3. *The AKBLG Executive may:*
  - *offer a link on the AKBLG website for promotional information for pre-convention session*
  - *offer access to a trade show booth*

**CARRIED**

**MOTION: 2020-01-07**

*to endorse a 2-step process for introducing a Code of Conduct for the AKBLG Convention and AGM by: presenting a motion to the AKBLG Membership at the 2020 Convention and AGM to include:*

- 1. *to adopt the current Convention and AGM Code of Conduct modeled by UBCM*
- 2. *to present an AKBLG Code of Conduct for implementation at the 2021 AKBLG Convention and AGM*

**CARRIED**

Role of Past President discussed; Policy direction intent is to deliver good governance.

**c) Convention and AGM Committee – Co-Chairs Directors Langman and Popoff (att. 11. c)  
AKBLG Convention and AGM (Radium April 24 – 26, 2020)**

**2020 Vision: Embrace the Past to Build the Future**

- ii. Verbal Report of Progress  
UBCM to present at the AGM on Resolutions – President Russell and Resolutions Chair Qualizza will follow up to discuss presentation content with UBCM Executive Director, Gary MacIsaac.

**d) Nominations, Elections, Life Membership(s) Committee – Director Casemore (att. 11. d)**

- ii. Life Membership(s) for discussion  
BF the criteria for Life Membership(s) to the March Executive Agenda
- iii. Appointment of AGM Parliamentarian / Elections Officer

**MOTION: 2020-01-08**

*that Jon Wilsgard, CAO of Golden, be appointed Parliamentarian for the 2020 AKBLG Convention and AGM.*

**CARRIED**

**MOTION: 2020-01-09**

*that Jon Wilsgard, CAO of Golden, be appointed Elections Officer for the 2020 AKBLG Convention and AGM.*

**CARRIED**

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

- i. Report n/a

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

- i. CRT LGC Chair report to AKBLG
- ii. AKBLG Appointment – verbal report

**g) MIABC – Past President Gay**

- ii. Report n/a

**h) UBCM – President Russell (att. 11. h)**

- i. Report n/a

**12. Strategic Planning (Session Nov. 8, 2019)**

- i. Strategic Planning Workshop Review – CBT NPA Facilitator Alison Sayers  
HR committee to tabulate the action items for Executive.

**MOTION: 2020-012**

*to move to in-camera at 12:10 pm mst*

**CARRIED**

**13. In-Camera – CRT LGC – President Russell**

**MOTION: 2020-013**

*to move out of in-camera at 12:24 pm mst*

**CARRIED**

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

**15. Executive Meeting Dates Schedule**

- March 12-13, 2020 in Radium Hot Springs:
  - 12<sup>th</sup> start at 2:00 pm pst /3:00 pm mst until noon mst on the 13<sup>th</sup>
- April 23, 2020 Exec Mtg in Radium Hot Springs – dinner included dependant on timing of meeting
  - April 23 includes programming for golfing and canoeing the Columbia River
  - Convention Committee will bring forward a suggestion for the Exec mtg time to accommodate the Executive participating in either the golfing or canoeing excursion.
- April 24 – 26, 2020 Convention and AGM in Radium Hot Springs
- April 26, 2020 @ Noon following Convention and AGM in Radium (30-45 Minutes)
- June 23, 24, 2020 in Creston – scheduled for noon to noon local Creston time
- September 23, 2020 during UBCM Convention and AGM in Victoria September 21-25, 2020
- November 5, 6, 2020 in Creston – scheduled for noon to noon local Creston time
- January 2021 by telecon TBD

**16. Adjournment: 12:40 pm mst**