

Coastal Water Suppliers Association

Minutes of August 20, 2012

Regular Board Meeting

Attendance: Leon Cake, Bob Timms, Ron Stepaniuk, Heather Sarchuk, Walter Spruyt, Donna Monteith

Regrets: Pam Smyth, Joe Woolls, Vernon Rogers

Call to order 9:36am

1. Approval of Agenda

Motion by R. Stepaniuk to adopt the Agenda as presented. 2nd by Walter Spruyt. Carried

2. Minutes of July 23, 2012 Meeting

Motion by H. Sarchuk to adopt the July 23, 2012 meeting minutes as presented. 2nd by L. Cake. Carried

3. Business Arising

Rob Rounds – D. Monteith has had emails between herself and Mr. Rounds regarding the surveys. The plan is to have a report for the next meeting.

Bank Account – Opened at CIBC in Duncan.

4. Financial Report

Donna provided the Financial Statements to July 31, 2012. Discussion regarding the costs of getting Board members to the meetings. It was decided that we can pare down to approximately 6 meetings a year in person. Much of the associations business can be conducted over email or Skype and we need to keep our costs as low as possible.

In regards to raising awareness of who we are we can focus on enhancing our website with better advertising for sponsors, building our Facebook profile, and rekindling the newsletter. We also need to ensure better than break even for conferences and workshops.

Motion by W. Spruyt to accept the Financial Statements to June 30, 2012 as presented. 2nd by R. Stepaniuk. Carried

5. Fall Workshop

The workshop registrations for the operator and admin courses are coming in. We are advertised on our own website as well as the EOCP's site. It should be noted that CSWA is now listed as a Training Provider with EOCP. This means we can have our proposed administrative workshops reviewed by EOCP for CEU's. The operator courses are already listed on their site by the instructors. The Board decided that the courses will now include lunch for the participants to encourage networking and prompt attendance in the afternoon. The break even numbers have been revised to allow for this.

6. New Business

Pam Smyth has yet to attend a Board Meeting in 2012 due to her working hours. Bob will contact her to see if she still wants to be on the Board.

Tony Roberts from BC One Call has contacted Donna. They are willing to waive the one time joining fee for any of our members who wish to join BC One Call. Tony is also willing to contribute \$500 towards a sponsorship next year. The use of the funds would need to be clearly defined but he initially suggests an education fund or the advancement of CWSA.

7. Next Meeting

To be determined.

8. Adjourned

Meeting was adjourned at 11:00 a.m.