



Coastal Water Suppliers Association

Minutes of April 8, 2013

Regular Board Meeting

Attendance: Bob Timms (via Skype), Ron Stepaniuk, Donna Monteith, Joe Woolls, Vernon Rogers

Regrets: Heather Sarchuk, Leon Cake

Call to order 9:18am by R. Stepaniuk who will Chair.

1. Approval of Agenda

Motion by B. Timms to adopt the April 8, 2013 Meeting Agenda as presented. 2nd by J. Woolls

Carried

2. Minutes of February 24, 2013 Meeting

Motion by J. Woolls to adopt the February 24, 2013 meeting minutes as presented.

2nd by B. Timms.

Carried

3. Business Arising

D. Monteith, Administrator will order vinyl banners. B. Timms is also looking into venue locations for the fall workshop.

4. Spring Conference

Many details discussed.

The Rainwater Management courses will be submitted as part of our Special Event to EOCP for CEU approval. J. Woolls has contacted B. Hyslop of EOCP to touch base on this. Donna is waiting for Canarm's flyer. Canarm will send it out to their database and Van Isle will post it in their newsletter.

Our cancellation policy will coincide with Tigh na Mara's, which is 14 days before the event. Hippo consulting was discussed. There was no policy last year and G. Lacasse was unable to come to the Trade Show despite paying in advance. He has contacted Donna. It was decided that we will invite him to have a Trade Show table for free this year, provided he renews his membership and website advertisement. He has indicated that would be much appreciated.

All Board members must be on deck to contact any contacts they can think of to invite them to our conference! Donna is going to the BCWWA Conference for CBWD and will also use this time to hand out business cards.

It was decided that a bottle of wine will be given to all speakers (no more than \$20 per bottle). Donna was also directed to order items to hand out with our logo totalling no more than \$500. Other suggestions included coffee cups and a 50/50 draw.

The Trade Show invoice with requests for door prize donations has gone to L. Cake for disbursement.

B. Timms suggests using an online feedback following the conference.

Donna was directed to look into accepting on line sign up and credit card payments. V. Rogers suggests Beanstream as SIS uses it successfully. We can also ask Wally of Comox Computers as he is our go to for website issues.

5. Our AGM is May 25th at lunch time. We have 5 Board positions available. Central, North, Coast, At Large 2, and Supplier. Leon and Bob are indicating interest in standing for re election. Heather is unsure. Currently we have:

South Island – Ron Stepaniuk

Central Island – Heather Sarchuk

North Island – Walter Spuryt

Coast - Bob Timms

At Large – Joe Woolls and Pam Smythe

Associate Supplier – Leon Cake

Associate Member/Consultant – Vernon Rogers

Positions will be advertised and emailed to our membership.

6. New Business - n/a

7. Next Meeting

The majority at this meeting today live south of Nanaimo and preferred the Cowichan Bay Water District office. Bob likes Skype. An email will go out to see what the majority would like. Next meeting is May 3, 2013 at 9:15 am.

8. Adjourned

Meeting was adjourned at 11:13 pm