MINUTES of August 11, 2014 BOARD MEETING

LOCATION: Conference Call - Various

PRESENT:

Bill Westwell	President
Alan Harris	Past President
Jaime Goddard	Director
John Kay	Director
Arlen Foster	Director
Jonah Koonark	Director
Ryan Ethier	Industry Director
Justin Hazenberg	WCW Director
Jennifer Spencer	Executive Director

PURPOSE: Regular meeting of the NTWWA Board of Directors

DISTRIBUTION TO ALL ABOVE AND: Regrets: Ralph Ruediger
Absent: Billy Qaqasiq, David Watsko

WRITTEN BY: Pearl Benyk

ITEM	DESCRIPTION	ACTION BY
1. Call to Order	• The meeting was called to order by President Bill Westwell.	
2. Agenda	• **Moved by Alan, Seconded by Ryan, that the agenda be accepted as presented. CARRIED**	
3. Adoption of Minutes	• **Moved by Ryan, Seconded by Alan, that the minutes of the July 16, 2014 meeting be approved. CARRIED**	
4.0 Correspondence	None	
5.0 Standing Items		
5.1 Financial Statement	• The NTWWA bank account on August 8, 2014 showed a balance of $40,996.85 and there have been no deposits or cheques written since then.	
5.2 Conference Invitation Package	• The conference invitation and info package will be sent to all on the membership list in early September. It will include a page with info about the SWANA 2-day workshop taking place after the 1-day NTWWA workshop, and the 1-day A.H. McElroy butt fusion workshop before the conference	Pearl
5.3 Call for Presenters Update	• Jennifer will be sending out a package inviting presenters. Board members are urged to submit names of potential presenters to Jennifer.	Jennifer Board
5.4 Requests for Sponsorship from GNWT and GN	• Consensus board decision made that NTWWA should request $15K from each of the two governments. Pearl to draft letters for signature by Bill (GNWT request) and Jennifer (GN request).	Pearl Jennifer Bill
5.5 Conference Budget	• Jennifer suggested NTWWA should look at amounts for various conf items (lunches, coffee breaks etc.) which sponsors have been supporting. Pearl to send financial statements from recent conferences showing costs for catering. Jennifer will look at these numbers and report to the board on suggested changes to amounts for sponsoring various events.	Pearl Jennifer

ITEM	DESCRIPTION	ACTION BY
5.6 Presenters Gift Ideas	• Pearl had provided the board with photographs and prices of various items from a local Yellowknife gift shop that could be given as gifts to presenters and board members. Consensus decision of the board made to buy 50 framed Northern prints (various images), which cost $25 each (with offered discount, and GST included). If there are extras, they can be kept for future gifts. Note made that there will be one gift per presenter, not one gift per presentation.	Pearl
5.7 Trade Show Update	• Ryan reported to the board that there were 5 trade show registrations in and paid for already, and that he expects there will be 16 total, which is the capacity of the conference venue.	
6.0 Other Business		
6.1 Round Table	• No board members present had anything extra to add, with the exception of Justin, who informed the board that WCW would be holding their next meeting in Regina the week of September 21, and are excited to be attending the NTWWA conference in November and holding a WCW meeting in Yellowknife at that time.	
7.0 Next Meeting	• Wednesday, September 10, 2014, at 12 Noon MST. Ryan gave his regrets and Arlen said that it is possible he will also be unable to attend that meeting.	
8.0 Adjournment	• Meeting adjourned by consensus.	
	These minutes are in the writer's best interpretation of discussions held at the meeting. Please inform the writer of any noteworthy omissions or errors.	