NORTHERN TERRITORIES WATER & WASTE ASSOCIATION

MINUTES of March 18, 2015 BOARD MEETING

LOCATION: Conference Call - Various

PRESENT:

Bill Westwell	President
Arlen Foster	Vice-President
Alan Harris	Past President
Ralph Ruediger	Director
Jeremy Roberts	Director
Jaime Goddard	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: David Watsko, John Kay
Absent: Billy Qaqasiq, Jonah Koonark

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 Ralph, Seconded by Alan, that the agenda be accepted as presented. CARRIED**	
3. Adoption of Minutes	• **Moved by Jeremy, Seconded by Ralph, that the minutes of the February 18, 2015 meeting be approved. CARRIED**	
4.0 Correspondence	• **None**	
5.0 Standing Items		
5.1 Financial Statement	• This was sent out in advance and explained by Pearl. The balance in the NTWWA bank account as of March 16th was $78,599.	
5.2 2015 and 2016 Conference Dates	• The Cadet Hall in Iqaluit is booked for November 20 – 24, 2015. The fee is $1500 a day, with no charge for the 20th when the Hall will be used only for set up of tradeshow booths. A donation of $300 to $500 to the Cadets will be made in recognition of their help setting up, taking down chairs and tables and emptying garbage etc. • Bill will check into locations and costs for the Meet & Greet, Saturday Buffet Dinner and Presenters Breakfast. • The Explorer Hotel in YK has been reserved for Nov 18 – 22, 2016. The $2000 deposit has been paid. Catering costs are estimated by the hotel management to be 10 -12% (not more than $15%) more than costs in 2014.	Bill
5.3 Financial Planning	• Justin reported that the final draft of financial plan is not yet completed and he will try to have this available for the next board meeting.	Justin

5.4 Conference Proceedings: On NTWWA website or Memory Sticks?	• The cost of putting copies of conference presentations on the NTWWA website would be approx $270 with another hour or so of web techie's time for downloading free software and training in its use for Pearl to edit what is added to page yearly. Ryan informed the board that a tradeshow participant could donate 200 to 300 USB sticks. Discussion on possible uses of these memory sticks took place, including using them for operators' info. • **Moved by Justin, seconded by Ryan, that NTWWA put its conference materials and pictures onto its website and use the donated memory sticks for some other purpose. CARRIED.**	Pearl
5.5 2015 Ideas for Conference Theme and Gifts	• Pearl to send out compilation of themes & ideas from former years. • Discussion of potential gifts for delegates and presenters took place. Bill will take pictures of possible gifts at the museum and send them to the board members. Justin will check on pocket-sized operators manuals available through other WWA organizations.	Pearl Bill Justin
5.6 WCW Update	• Justin reported on his recent attendance at WCW meeting, followed by AWWOA annual seminar. WCW rotates location of their annual conference between two sites in each of Alberta and Saskatchewan, and one site in Manitoba. An idea floated at this last meeting was for WCW to possibly meet in Yellowknife in 2018. This is a very tentative idea at this point. Several ideas of how it could/would be done are being investigated and discussed. • Board members are urged to get their thoughts about this idea to Justin.	Board Members
6.0 Other Business		
6.1 Board Round Table Discussion	• There were no other comments or questions from board members at this meeting of the board.	
7.0 Next Meeting	• Wednesday, April 15, 2015 at 12 Noon MST. Three board members said they would either definitely, or possibly, not be available on Apr 15.	
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.	