



LOCATION: Conference Call - Various

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PRESENT:

Alan Harris	President
Sarah Collins	Director
Steven Faichney	Director
Meredith Clayden	Director
Kyle Humphreys	Director
Rana Elbittibssi	Industry Director
Kyle Humphreys	Southern Director
Rob Osborne	Executive Director

Regular meeting of the NTWWA Board of Directors

PURPOSE:

DISTRIBUTION TO ALL ABOVE
 Regrets: Gavin Olvera
 Absent: Michele LeBlanc-Havard, Megan Lusty, Olivia Lee, Greg Hamann, Brian Springer

WRITTEN BY: Pearl Benyk

ITEM	DESCRIPTION	ACTION BY
1. Call to Order	<ul style="list-style-type: none"> Meeting called to order by President Alan Harris. 	
2. Agenda	<ul style="list-style-type: none"> Moved by Meredith, Seconded by Kyle, that the agenda be approved as presented. CARRIED 	
3. Adoption of Minutes	<ul style="list-style-type: none"> Moved by Kyle, Seconded by Meredith. that the minutes of November 20, 2019 board meeting be accepted. CARRIED 	
4.0 Correspondence	NONE	
5.0 Standing Items		
5.1 Finance Report	<ul style="list-style-type: none"> Pearl sent out the bank statement in advance. It shows a balance of \$64,740. She explained that there is approximately \$30,000 in funds expected (conference funding assistance from the two territorial governments and a few conference invoices.) All 2019 conference invoices have been paid. 	
5.2 Update on GN Internet/Computer Situation	<ul style="list-style-type: none"> Meredith, who works for GN, said that, as far as she knows, all GN computers are up and working again. 	
5.3 2020 Conference Fees	<ul style="list-style-type: none"> A chart showing finances of all conferences 2007 to 2019 was sent to the board. It shows revenue only from conf, workshop & tradeshow fees and sponsorships, not funding assistance from governments or other agencies. It shows that conferences do not break even when held in NU, and some years also when it is in NWT. The board members discussed this situation and what actions they could take to remedy the situation. Rana suggested the tradeshow fees could be raised. She will send out list of prices charged for other tradeshows in Western Canada, and an email vote will be taken after that on what the TS fee should be for 2020 conf. 	Rana



5.3 (con't) Conference Fees	<ul style="list-style-type: none"> Alan offered to write to both GN and GNWT about NTWWA's financial situation and see if they will increase their funding assistance. Pearl to send out details on what amounts NTWWA has received from GN and GNWT in past years. Decisions will be made after getting a response from the governments about what the 2020 conference and operators workshop fees should be. 	Alan Pearl
5.4 Levels of Sponsorships	<ul style="list-style-type: none"> Moved by Rana, Seconded by Kyle, that an extra, higher cost category of sponsorship should be added. CARRIED. Rana will provide some ideas of the perks for sponsors which should come with this higher sponsorship. 	Rana
5.5 2020 Conference Theme	<ul style="list-style-type: none"> This item was put forward to the next board meeting. Pearl to mail out the list of themes used in past years and any that have been suggested. 	Pearl
5.6 Appointment of Executive Director	<ul style="list-style-type: none"> Moved by Kyle, Seconded by Meredith, that Rob Osborne be appointed as Executive Director. CARRIED. 	Pearl
6.0 Other Business		
6.1 Board Round Table	<ul style="list-style-type: none"> Rana, Alan and Rob had extra comments and questions to add. Rob wanted to know the name of the conference delegate who was taking photos so he could be approached to share these. Pearl will send. Alan reminded board members of the importance of setting aside time to attend all board meetings so quorum can be achieved and important NTWWA matters can be dealt with. Rana had 3 concerns: a) that a calendar notice, as well as an email notice be sent out of upcoming meetings. b) that someone be appointed to attend WCW meetings in Greg's place if he is unable to attend. Consensus was that this would be dealt with at next meeting, and c) that other WCW organizations inviting NTWWA board members to their conference get replies to their letters of invitation. Pearl will draft letters to be sent when these invitations are received. 	Pearl Board Members Pearl Board Pearl
7.0 Next Meeting	<ul style="list-style-type: none"> February 12, 2020, at 12 Noon MST, 1:00 CST, 2:00 EST. 	
8.0 Adjournment	<ul style="list-style-type: none"> Adjournment by consensus. 	
	These minutes are the writer's best interpretation of discussions at the meeting. Please inform the writer of any noteworthy omissions or errors.	