

**CITT - BC SECTION – AGM MEETING**  
DECEMBER 3rd 2012  
ARTS CLUB PRODUCTION – 1377 Cartwright - Vancouver  
CALL TO ORDER 6:49 PM

PRESENT: Ace Martens, Matt Frankish, Jim Dobbs, Don Parman, Ed Harris, Scott Miller, Brain Cloutier, Rob Hamilton (Tardy)

REGRETS: Roger Lantz, Colin MacDuff, Most of the BC Section

**MOTION:** Adoption of agenda and minutes from previous year. Don Parman Motioned, Seconded Brian Cloutier. Accepted by all

Chair Report: Ed Harris

- Roger sends his regrets due to illness. Ed offered up the report as vice chair.
- Both Technique and Student Night were excellent events that happened this past year. They were both successful and we all look forward to the continuation of these events.
- Thank you to all members to contributed to these events
- Thank you to the board of the BC section
- Than you to Jim Dobbs who will be offering his services as the new chair due to Roger's leaving of the province. We are all looking forward to Jim coming on board.

National Report: Don Parman

- Things are going well on the national level. The financials are looking positive and the grant writing process is underway.
- The Calgary Rendez-Vous event can look forward to some changes. There will be a lowering of all rates and the early-bird rates will work differently.
- Original talk of Banff hosting part of the event is not looking likely. However, Rendez-Vous will be hosted by the EPCOR center, which is very exciting.
- There has been a motion to the national put forward to have all of the section chairs meet up to discuss section business.
- Don will be presenting a report on how Tech-Nique went. Other sections are already interested in duplicating the Event.
- The Face to Face board meeting will be in February in Calgary. Jim is welcome to join for the meeting if he would like to go.

Elections:

- Previous Board is:
  - Chair – Roger Lantz (1 Year left in Term)
  - Vice Chair – Ed Harris (1 Year Left in Term)
  - Secretary – Ace Martens (1 Year Left in Term)
  - Treasurer – Colin MacDuff (End of Term)
  - Member at Large – Brian Cloutier (1 Year Left in Term)

**MOTION:** Nominations were put forward for Jim Dobbs as the new Chair by Brian Cloutier, seconded by Ed Harris. Also nominated by Ace Martens Vote passed unanimously.

**MOTION:** Nomination for Colin to renew his term was voted and passed unanimously (in his absence)

- Jim's role as chair will be the start of a new term to better break up the renewal dates of the board.
- Board for 2013 as voted in (unanimously for each member) is:
  - Chair – Jim Dobbs (Beginning of Term)
  - Vice Chair – Ed Harris (1 Year Left in Term)
  - Secretary – Ace Martens (1 Year Left in Term)
  - Treasurer – Colin MacDuff (Beginning of Term)
  - Member at Large – Brian Cloutier (1 Year Left in Term)

**ACTION:** Ace will deliver new board list to National

**ACTION:** Don will send a new "Board Member Commitment Pledge" to all members of the board. Jim is to fill out a pledge sheet and send it to Ace. Colin also has to fill out a new commitment pledge and send to Ace.

**ACTION:** Ace will get insurance info from Monique Corbeil at the National Office for new board members to fill out.

#### Financial Reports:

- Financial report for 2013 was undelivered by Colin.

**ACTION:** Colin needs to deliver a report of actual and a budget for 2013 for review.

**MOTION:** Move that the financial report and review be moved to the next section meeting for review by Don Parman, seconded by Brian Cloutier. Accepted by all.

#### 2013 Programming and Governance Calendar:

- Student Night
  - Jan 11<sup>th</sup> 2013
  - Possible venues of Michael J Fox Theatre or The Stanley.

**ACTION:** Jim will check on the Michael J availability. Ace will check on The Stanley

- Health and Safety Day/ TD Roundtable
  - Talk was had about merging the two events and doing them outside of the lower mainland.
  - One set of events would happen in the interior, and the other on the island.
  - For the Island event, we would possibly be looking at the 2<sup>nd</sup> week of July.

**ACTION:** Matt Frankish will check about the date potentials for the Interior Event

**ACTION:** Ace will get the contact information for interior theatres from Monique.

- Technique:
  - Scheduled for the 11<sup>th</sup> to the 13<sup>th</sup> of September
  - Location is still TBA
- Due Diligence:
  - Needs to be reviewed at next section meeting

**ACTION:** For next meeting, Ace will get the Board Governance forms from Monique.

New Business:

- Communication within the board and from the board to the members is lacking.
- A need for personally calling the members and letting them know about the events and meetings was expressed.
- A mail out and phone list should be gotten and up kept.

NEXT MEETING WILL BE ON DEC 17<sup>th</sup> @ THE MASSEY @ 6:30PM

RE: STUDENT NIGHT

FOR THE NEXT MEETING:

- VENUE NEEDS TO BE DECIDED ON
- STEVE MATTHEWS NEEDS TO BE CONTACTED RE: PROGRAMMING
- A LIST OF SCHOOLS NEEDS TO BE WRITTEN UP
- A LIST OF STUDENTS FROM LAST YEAR NEEDS TO BE CONTACTED

Minutes from meeting taken by Ace Martens