



CPANS Executive Board Minutes of Meeting

Date/Time: January 22nd, 2009 2:00pm to 4:20pm

Place: JWEL Office, Calgary

Present by person: Allison Fisher, Frank Kloiber, Dr. Piotr Staniaszek, Dr. Robin Owen,

Present by phone: Roger Rempel, Salima Loh, Dr. Chao Tan, Renata Raina, Darcy Walberg

Guests: Allen Verbeek, two students from MRC and one from U of C, Christopher Graham, Vern Albush

Regrets: Bob Becker, Yolanta Leszczynski, Brad Gilmour, David Slubik, David Chadder, Chao Tan, David Vaughan

Agenda Item	Discussion/Outcome
Welcome & Introductions	
Approval of previous meeting minutes (November 19 th , 2008)	Moved by Frank Kloiber, seconded by Allison Fisher and Approved
Website presented by Darcy Walberg and Christopher Graham	<ul style="list-style-type: none"> • now operational online registration for CPANS events • Available discussion board • Photo-capable • Board Member section within database • \$89/month website maintenance fee. Includes several services, including backup of website
Financials – Salima Loh	<ul style="list-style-type: none"> • \$30k in variable rate GIC • \$24k in other account. • Salima thinks we need to do more research on different account options. ING looks interesting, but needs to look at other commercial banks. Suggestion to look also at Credit Unions. • We transferred \$15k from GIC investment earlier last year. • We need a new treasurer. <p>ACTION: - Salima will look at Credit Unions. Piotr will find new treasurer</p>
Mount Royal College Student Chapter – Robin	<ul style="list-style-type: none"> • Students planning on attending 2



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Owen & Students	<p>conferences. Need \$2400 for travel only. They organize fundraising.</p> <ul style="list-style-type: none"> Piotr asked if there is any way we can help these students. <p>ACTION: Piotr recommends deferring this item until we can gather further information about possible help from A&WMA.</p>
Update on ACE – Vern Albush	<ul style="list-style-type: none"> Headquarters does most of food and logistics but there is still lots of organization needed to be conducted by locals. Conference is 515 days from today Contact Vern Albush or Randy Rudolph if you are interested in getting involved. Motion: to pay for Allan Legge to take in meeting in Detroit for \$1200 - 7 FOR, 1 ABSTAIN – MOTION PASSED. ACE proposed to pay for Dr. Chao Tan and Vern Albush to go to ACE in Detroit and participate in planning committee meetings. The decision was deferred. If CALPUFF course will be financial success, the issue will be discussed again.
Calpuff Course – Piotr Staniaszek	<ul style="list-style-type: none"> Piotr reported that 20 people registered thus far.
Next AGM	<ul style="list-style-type: none"> NAIT is a good potential venue. Frank checked it out recently. “Earnest Restaurant” on site – very good food. Shaw Theatre – seats 300 ppl. NAIT is also eager to have a role in the AGM for profile building. No charge for use of the venue facilities (this saves us about \$14k compared to other venues. March dates do not work at NAIT April dates look fine. April 2,3 – no conflict with student calendar. Items to do for AGM: <ul style="list-style-type: none"> Notice Technical theme Promotional materials Sponsorship Speakers Logistics for registration The AGM will likely be 2 days Theme options were discussed and the theme was accepted as: <ul style="list-style-type: none"> Facing Emerging Challenges -



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	<p>Green Energy, Climate Change, etc.</p> <ul style="list-style-type: none"> • It looks like April 2, 3 will be best option, otherwise conflicts with student calendar. • Brochure development, speaker program. • Sponsorship effort needs to launch • Robin and David Chadder, Piotr, Frank Kloiber will lead work on Abstracts
<p>Newsletter – Roger Rempel</p>	<p>Constant Contact E-News</p> <ul style="list-style-type: none"> • \$30/month for our size of mailout • 30% discount • Action: Roger and Chris (CPANS webmaster) will talk offline to discuss options. <p>ACTION: Piotr to provide Roger with Chris' contact info.</p>
<p>Next meeting</p>	<p>TBA</p>