



## CPANS Executive Committee Minutes of Meeting

Date/Time: August 24, 2006 10:00am-4:00pm

**Deleted:** July 20

Place: Conference Call

Next Meeting: October 3, 2006

**Deleted:** August 28

**Deleted:** Edmonton

Present:

Dan Pearson, Piotr Staniaszek, Allison Fisher, Xiaoying Cheng, Randy Rudolph, Vern Albush, Robin Owen, Bob Mick, Paresh Thanawala, Mike Brown

**Deleted:** Bob Becker,

**Deleted:** Dan Pearson

**Deleted:** Mike Brown

**Deleted:** ne 30, 2006.

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Regrets: Dave Slubik, Kristofer Siriunas, Michael Bisaga, Bob Becker,

**Deleted:** Board Requires a draft of the letter to be sent to A&WMA

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<#>Chair to establish a Bylaws Review Committee¶  
<#>Chair to establish a Audit Committee¶

**Deleted:** Randy/Piotr/Bob briefed the Exec. Committee on the ACE meeting in New Orleans¶  
Agreed Bylaws need to be reviewed. Chair to establish a committee.¶  
<#>Agreed financial audits need to be prepared.¶

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**Deleted:** Require receipt from Edmonton Luncheon deposits to show luncheon have been paid.¶

**Deleted:** Upcoming Event

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Item	Discussion	Actions Required
Call to order and introductions		
(1) Approval of minutes of the July 20, 2006	Moved to accept	<u>Paresh Thanawala</u> moved <u>Vern Albush</u> Second. Passed
(2) Review Action Items	<ul style="list-style-type: none"> <li>o IPEP funds to be returned to A&amp;WMA, Bob Becker to draft a letter for Vern's signature, which recognizes the source of funds.</li> <li>o</li> </ul>	<ul style="list-style-type: none"> <li>o <u>Draft letter has been completed. Vern will review before it is sent out.</u></li> </ul>
(3.0) Addition and Changes to Agenda	<ul style="list-style-type: none"> <li>o Motion to Accept new Executive Committee as outlined in Bob Mick's latest version of Executive Committee and adding Paresh Thanawala as Director of Membership. Executive Committee Terms and dates of expiry terms as drafted.</li> </ul>	<ul style="list-style-type: none"> <li>o Mike Brown moved to accept and Randy Rudolph second. Passed</li> </ul>
(4) Standing Items	<p>(4.1) Treasure's report from Xiaoying Cheng. <u>Motion from Paresh Thanawala for an investment of \$15,000.00 to a G.I.C. from the CPANS cheque account. Second Robin Owen. Passed</u></p> <p>(4.2) Membership Report</p>	<p><u>Xiaoying Cheng has been asked to check with the CPANS bank for information with respect to the \$25,000.00 GIC and advantages to invest in higher interest paying tools, if any.</u></p> <ul style="list-style-type: none"> <li>o Paresh Thanawala has <u>asked the board for assistance in communicating the benefits</u></li> </ul>
<u>(4.0) Continued</u>		



	<p>(4.3.1) Edmonton Luncheons from Mike Bisaga.</p> <p>(4.3.2) Calgary Luncheons from Piotr Staniaszek.</p> <p>(4.3.3) CPANS AGM from Robin Owen</p> <p>(4.3.4) October Air Quality Modelling Conference update from Randy Rudolph is moving forward. This AWMA is providing this conference.</p> <p>(4.3.5) A&amp;WMA Sections and Chapters Council from Mike Brown. A&amp;WMA</p> <p>(4.3.6) Centennial Celebrations from Vern Albush. Vern spoke with Steve Hart who is co-coordinating this with Tony Van der vooren.</p> <p>(4.3.7) ACE 2010 from Bob Becker and Randy Rudolph</p>	<p><u>to other in our industry.</u></p> <ul style="list-style-type: none"> <li>o <u>Work in progress</u></li> <li>o Mike and Piotr will review all pricing and present agenda at the next meeting.</li> <li>o Robin has a MRC room booked for April 25, 2006.</li> <li>o Mike Brown to determine dates and locations of meetings for this year and to contact Chair for Council Policies.</li> <li>o Vern to undertake the writing of CPANS history (brief); all to look for historical facts/pictures of CPANS that can be submitted for ACE in 2007 in Pittsburgh; CPANS to consider a Centennial Scholarship or one time prize; promo materials to come from HQ to Sections for meetings / luncheons in 2007.</li> <li>o Randy and Bob to meet with Joe Lukacs.</li> </ul>	<p>Deleted: .</p> <p>Deleted: ¶</p> <p>Deleted: ¶</p> <p>Deleted: Review of Sub-Committee Business Plans</p> <p>Deleted: Governance and Executive Recruitment from Vern Albush. ¶</p> <p>Deleted: Vern will complete a preliminary review and comments back to reduce</p>
<p>(5.0) <u>New Business</u></p>	<p>(5.1) <u>Newsletter</u></p>	<ul style="list-style-type: none"> <li>o <u>The newsletter requires articles of interest to the section. All directors.</u></li> </ul>	<p>Deleted: Vern will complete a preliminary review and comments back to reduce</p>



	<p>(5.2) <u>Website</u></p> <p>(5.3) <u>Record keeping from Pittsburgh</u></p> <p>(5.4) <u>Bylaw review</u></p> <p>(5.5) <u>Audit Committee Appointment</u></p> <p>(5.5) <u>A&amp;WMA Member Awards of Distinction</u></p>	<p><u>indicated that they would forward articles.</u></p> <ul style="list-style-type: none"> <li>o <u>Dan Pearson will update the web site and include all minutes of past executive meeting.</u></li> <li>o <u>Vern will contact HQ with respect to record keeping and what format is acceptable.</u></li> <li>o <u>The following individuals will be on the Bylaws review committee. Bob Mick (Chair), Vern Albush, Mike Brown, Paresh Thanawala. Agenda will be set next meeting</u></li> <li>o <u>Randy Rudolph (Chair) and Bob Becker. Agenda will be presented next meeting</u></li> <li>o <u>Require an inventory of all awards that CPANs have in inventory.</u></li> </ul>	<ul style="list-style-type: none"> <li>Deleted: Membership and Communications.</li> <li>Formatted: Bullets and Numbering</li> <li>Deleted: Awards and Education</li> <li>Deleted: Allison to coordinate</li> <li>Deleted: Event Planning</li> <li>Deleted: Robin to coordinate</li> <li>Formatted: Bullets and Numbering</li> <li>Deleted: Vern will coordinate</li> </ul>
<p>(6) Adjournment</p>	<p>Next meeting is proposed for <u>Calgary</u> <u>October 3, 2006</u></p>	<p>Vern Moved and Bob Mick second. Vern to canvass Executive Committee to determine availability.</p>	<ul style="list-style-type: none"> <li>Deleted: Edmonton</li> <li>Deleted: August 24,</li> </ul>