

Board Meeting AGENDA

Date and Time:	September 6, 2016 at 5:30 pm
Location:	Commerce Place (10155-102 Street) – Meeting Room 3B
Chair:	Salim Bharwani (President)
Secretary:	Deb Phillips
Other members:	Nina Leonardis (President Elect), John Lawford (Past President); Lois Rusk (Treasurer); Donna Malloy (Programs and Learning); Becky Edwards (Membership); Carolyn Buchanan (Marketing); Anita Lindstrom (Communications)
Guests:	Mickey Hargreaves

Item #	Description	Time Allotted	Discussion Leader
1.	Introduction of New Board Members	5 min	All
2.	Icebreaker Session	10 min	All
3.	New Items Added to Agenda a. Approval of Agenda	2 min	All
4.	Review and Approval of Minutes a. June 21, 2016 minutes - attached b. 2015/16 Annual General Meeting (AGM) Minutes - attached	2 min	All
5.	Actions Items from Previous Meeting: a. Audited Financial Statement 2015/16 b. List of Fort McMurray ARMA Members	2 min 2 min	Lois Salim
6.	Directors Reports (summary only): a. Treasurer (Monthly Financial Report) b. Program and Learning Director c. Membership Director d. Marketing Director e. Communications Director	10 min	Lois Donna Becky Carolyn Anita
7.	New Business: a. MacEwan Collaboration Project Proposal - attached b. Review board roles and responsibilities - Bylaws ; - attached c. Review 2015/2016 Strategic Plan - attached d. Director's Draft Budget Submission e. 2016/17 Draft Program Schedule - attached i. Expense Approval for October 2016 event f. Event Volunteer Compensation g. Meeting Schedule	20 min	Mickey Hargreaves Salim Salim Lois Donna Donna Donna Deb

Next Meeting:

Date and Time:	TBD
Location:	Commerce Place