



Board of Directors Meeting

Date: September 24, 2014
Conference Call/Skype

Present: Rick, Kari, Dayna, Maureen and Tobi
With Regrets: Eric and Jason
FNB Staff Present: Marilyn and Nathalie

1. Call to order

7:55pm

2. Quarum

Yes

3. Agenda

Motion: To accept the agenda as circulated.
Moved by: Dayna
Seconded by: Tobi

4. Minutes of Previous Meetings

Motion: To accept the minutes of the August 18, 2014 meeting.
Moved by: Tobi
Seconded by: Rick

5. Items Arising from Minutes of Previous Meeting

Items not covered from minutes of previous meeting: (see BOD site communiqué)

Discussion: CPR

Present FNB policy states that the CPR needs to be updated every three years. The ED has learned that it is NB law that CPR is to be updated once a year.

Action: Dayna will research this law and contact Red Cross and YMCA in regards to this issue.

Discussion: On Floor Hours

At the moment CSEP is not asking for on floor hours from its certified leaders. The ED asked the board whether FNB should change the on floor hours policy.

Action: The board will think about this issue and will be discussed at the next meeting.

Discussion: Code of Conduct

Action: The board will have this discussion at the next meeting.

Action Items from August Meeting:

President Elect: ED spoke to Dayna but Dayna is not ready to become president elect. Rick Fralic is considering the president elect position but he needs more time to think about it.

Action: ED will talk to Sheri about extending Kari's president position for four extra months so that Rick can mentor with Kari.

DHIC:

Action: Will be update at the next meeting.

Sports Check: Tobi is waiting for a response back from her contact. She is waiting for a written proposal.

Nutrition: The ED has found someone to give a lecture on nutrition at the Summit.

AGM: The AGM notice may not be included in the FNB newsletter. ED is waiting for the notice to be translated. The ED is confident that ALL reports that require translation will be completed before the date of the conference.

Action: If the AGM notice is not ready to go out with the FNB newsletter Marilyn will send out a separate email.

Trade Show: ED would like to discuss the subject of tradeshow at a later board meeting. The ED expressed that is getting more difficult to draw businesses to our tradeshow.

Action: The board will think about different ideas on the logistics of hosting a trade show.

6. President Update

Please see "Action items from August Meeting"

7. Constitution Changes/Amendments

Policy 5.3

The board discussed the ability of CSEP affiliates having a vote at our AGM. It was proposed that the policy will be changed to say that "all members can have a vote" instead of "all paid members can have a vote".

All board members were in favor.

Action: ED will make this policy change.

The board approved of all of these policy changes:

6.1, 6.2, 6.3, 6.4, 6.5, and 7.3

Bylaws:

1.1 – Board approved

1.2 - Board approved

Action: ED to change the duration from 4 months to 8 to 12 months for any constitutional changes.

Motion moved by 1st Tobi and 2nd Maureen

8. Reports

MSC: The office has been very busy. With the Summit registrations and the logistics of offering courses. FNB now has 239 members.

Action: The office staff will look at moving the date of the summit to a time when the office is not as busy.

ED: FNB website: is still under construction but the majority of the update has been completed.

Action: ED will inform Data Shephard that the password change is not responding to our members.

CSEP: FNB has received the allotted monies from the affiliation with CSEP. There will be more money sent from CSEP.

Treasure Report: (see August 2014 Income Statement on our BOD site)

FNB is further ahead financially then it was last year.

Program Development:

Telemarking: Tobi stated that everything is well.

Action: ED will meet with Tobi to hand her the FNB banner.

Summit:

Door Prizes: Katie will draw names before the conference for the smaller prizes to save time.

Sponsorship: ED stated that FNB has received a cheque from the Egg Producers, still waiting for the cheque from Tim Hortons.

Volunteers: ED suggested that FNB get gifts for the volunteer presenters. The Rodd Hotel will give a gift basket to Helen. U de M have offered their Student Union members to help volunteer for the summit.

Action: Katie will get a gift from NB for Helen.

Brochure: The brochure is updated in English and French and is available on the FNB Website.

Website: The FNB website has a separate page for the Summit.

Session Feedback:

Action: Katie will remove neither and add not applicable on the session feedback form.

Translation: The ED believes that the total bill for translation will be less than originally projected.

Participant Bags: Bags have been ordered.

Action: Katie will send the board a picture of the participant bags.

AGM: The ED would like to use the Sports NB AGM template

Action: The ED will send the Board of Directors a copy of the Sports NB AGM template for their review.

Food: The board discussed that Friday evenings offerings need to be re-examined.

Action: Katie will re-examine Friday evenings offerings and will have a new menu to present at the next meeting.

Marketing:

Action: Tobi and Kari will organize a trivia question sheet contest for the Summit.
Action: Tobi will contact Rogers to have them announce the Summit on their community page.
Action: ED will talk to Katie about having an open Twitter during the summit.
Action: Katie needs to assign a volunteer to be the designated photographer at our summit.

9. Adjournment

Motion: To adjourn the meeting at 9:45pm

Moved by: Tobi

Meeting Adjourned at: Dayna

Next Meeting: October 17, 2014