



## Board of Directors Meeting

Date: July 6, 2015

Location: Skype

**Board members present:** Rick Fralic, Dayna Sinclair, Tobi Desveaux, Marc Polley

**Regrets:** Maureen O'Hara, Jason Rudy,

**FNB Staff Present:** Marilynn Georgas, Nathalie Hebert-Paul and Matt Stever

### 1. Call to order

7:32pm

### 2. Quorum

Yes

### 3. Agenda

Addition to Agenda:

Life Fitness has been added to the ED update.

**Motion:** To accept agenda.

**Moved by:** Dayna

**Seconded by:** Tobi

**Motion Carried**

### 4. Minutes of Previous Meetings

**Motion:** To approve the minutes from May 25, 2015

**Moved by:** Susi

**Seconded by:** Dayna

**Motion Carried**

### 5. Action Items from Previous Meeting (see attachment from BOD Agenda for July 6, 2015 meeting)

1. **Action:** Dayna will decide on an OAFL manual and will give an update at the next BOD meeting.
2. **Action:** ED explained that the new UNB professors will not be available until the fall. The ED will contact these professors at that time.
3. Completed. The nutritional speaker for the Conference has been selected.
4. Completed. The ED has received an email response from Sherry Doiron. This information has been forwarded on to Maureen O'Hara.
5. Completed. The HST balance has been paid.

6. **Action:** The ED will report on her Hutton House visit at the next BOD meeting.
7. The work on the Violation of the Code of Conduct is a work in progress. The BOD decided this subject requires a separate meeting in order to deal with the information properly.  
**Action:** A date will be set for a meeting before Dec. 31, 2015.
8. **Action:** The ED recommended that the Course Conductor Policy Reviews be completed before the AGM. Tobi offered to help the ED with this.
9. Completed.

#### 6. President Update

The president did not have an update since he has been away on vacation.

#### 7. Reports

##### 1. Office Update:

- a) **MSC:** There are now a total of 182 FNB members.

**Action:** The fall schedule will be posted on the website by the end of July.

- b) **ED:**

**Website:** The FNB website is an ongoing project that has begun Phase II.

**Action:** The ED will meet with the IT Company to further discuss Phase II before the next BOD meeting.

**Office Equipment:** The ED has put in a request for new desktop computer. The summer student has researched for the best price and "The PC Girls" have the best deal. This request was put into motion.

**Motion:** to approve: Purchase of a new Desktop computer

**Moved by:** Susi

**Seconded by:** Tobi

**Motion Carried.**

**Funding:** FNB received the Provincial Funding. Therefore the summer student will stay on and work 4 additional weeks while Nathalie is on holidays.

**Newsletter:** The newsletter will be sent out by the end of July. Tobi suggested to include our Gina Simpson award information in the next newsletter.

**Action:** Newsletter will be sent out by the end of July 2015.

**Physical Activity (PA) Working Group:** ED and Matt (summer student) went to this meeting. Many connections were made. Matt has since contacted these new contacts and gave them the information on our conference in hopes that they may want to attend our tradeshow.

**NFLA Meeting:** The ED attended the NFLA meeting in BC. It was an informative meeting.

**Summit 2016:** The ED has begun planning the 2016 summit. She will meet with the representative from the Fredericton Convention Centre to see if this centre will be appropriate for the FNB summit.

2. **Treasurer:** Susi gave an up to date report on the FNB account.

**Action:** The ED will do a mini budget comparison to present at our next BOD meeting.

3. **Program Development:** The ED has decided to use the 5<sup>th</sup> Edition Personal Trainer manual for the PFT course. Dayna continues to review fitness for children and youth. The ED suggests that FNB develop an “Aqua” partnership with the YMCA. Dayna is working on this.  
**Action:** Dayna will decide on an Older Adult Manual by the next BOD meeting.
4. **Marketing (Tobi):** We currently have 447 likes on our Facebook page. Tobi has noticed that more and more groups are joining our Facebook page. Matt (summer student) will be representing FNB at the Getfit event happening here in Fredericton on July 25. Matt will be hosting our booth along with offering free fitness tests.
5. **Summit (Matt/ED):** The BOD is still interested in acquiring new FNB t-shirts and jackets for the summit.  
**Action:** The ED will go to Valley Graphics and see what merchandise they offer and the prices. She will have an update at the next BOD meeting.
- Matt (summer student) was successful with getting a donation of \$500.00 and handouts for the summit bags from the Egg Producers. He has also confirmed 2 companies for the tradeshow.
- The Session Schedule is mostly completed.  
**Action:** The ED will send out a completed Session Schedule to present at the next BOD meeting.
- Action:** The ED will like the BOD to think of ideas for a theme/slogan for the conference. The BOD will present their ideas at the next BOD meeting.

8. Policy Updates.

See Actions from Previous Meeting

9. Motion to Accept Reports

Moved by: Susi  
Seconded by: Tobi

10. Other Business

**No other business**

11. Next meeting

The next BOD meeting will be Monday August 10<sup>th</sup> via Skype.

12. Adjournment

**Motion:** To adjourn the meeting.  
**Moved by:** Dayna  
**Seconded by:** Susi  
**Meeting Adjourned at: 9 pm**