

BC Branch CIPHI Executive Council Meeting

**MINUTES**

September 20, 2011 from 08:30 to 10:00

Dial in: 1-866-613-5223

Access code: 4535350

ITEM	DETAILS	TIME	NAME (S)
	<b>Location:</b> Teleconference		
<b>1.00</b>	<b>Roll Call</b>	<b>08:30</b>	
	<b>Attendees:</b> Gary Tam, Keir Cordner, Jasmina Egeler, Kuljeet Chattha, Paul Markey, Julianna Gola, Greg Baytalan, Rory Beise, Sabrina Sandhu, Grace MacIver <b>Guests:</b> <b>Regrets:</b> Isher Deol, Cole Diplock, Sarah MacDougall, Crystal Brown, Jeremy Chow		<b>All</b>
<b>2.00</b>	<b>Approval of Agenda</b>		
	Add – N/A Delete – N/A <b>MOTION:</b> motion to approve agenda as circulated <i>Moved. Seconded. All in favour. Carried</i>		<b>All</b>
<b>3.00</b>	<b>Approval of Minutes</b>		
	Add – N/A Delete – N/A <b>MOTION:</b> motion to approve minutes from August 16, 2011 as circulated <i>Moved. Seconded. All in favour. Carried</i>		<b>All</b>
<b>4.00</b>	<b>Old Business</b>		
4.01	<b>Motions – Motion to approve purchase of 40 CIPHI Centennial T-shirts @ \$15 ea. Motion Carried.</b>		<b>K. Cordner</b>
4.02	<b>EPHW – update – survey of membership - in progress</b> Changing the date to 4 <sup>th</sup> week in September for 2012 Should report in the BC Page. Keir to draft a message.		<b>K. Cordner</b>
4.03	<b>BC Member to the Board of Certification – update</b> Posted position and closing end of September. One submission.		<b>K. Cordner</b>
4.04	<b>Promotions/Advocacy –liason with Ministry – update – support from CIPHI National</b> Letter was sent. National was asked to also send a letter.		<b>K. Cordner</b>
<b>5.00</b>	<b>New Business</b>		
5.01	<b>BC Annual Education workshops – update on progress, committee</b>		<b>P.Markey/C. Brown</b>

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	<p><b>members roles and registration</b></p> <p>Venues are all booked. Registration 47 people for Surrey. Interior /Northern is 30 each,</p> <p>September 20, 2011 – Committee is meeting to finalize the conference.</p> <p>Conference planning manual – Committee member should not have to pay for registration. However, this should have built into the cost of the conference. For future incorporate into orientation manual for education chair to use as needed</p>		
5.02	<p><b>Membership Drive 2011 –survey results, promotion to affiliated organizations, what's next</b></p> <p>Promote membership in November, December and January.</p>		C. Brown/G.Baytalan
5.03	<p><b>BC Branch BOC Exam Coordinator – inquiry for discussion</b> <b>BOC List of Examiners – Motion to Approve</b></p> <p>Is there a conflict of interest for the current Coordinator? Review with National and Chris MacDougal.</p> <p>Add – N/A Delete – N/A <b>MOTION: motion to approve BOC list of Examiners as circulated. Subject to them all having active CIPHI membership. Moved. Seconded.All in favour. Carried</b></p>		K. Cordner
5.04	<p><b>AGM 2011 – preparations, motion, reports, awards</b></p> <p>Executive to be at table. Everything ready.</p>		K.Cordner
5.05	<p><b>Awards Committee – Awards Nominations for AGM – obtaining awards and shield – volunteer(s) required - updates</b></p> <p>Gary and Grace meeting Wednesday. To review all nominations and will be ready by October 4, 2011.</p>		G.Macliver/G. Tam
5.06	<p><b>Christmas Luncheons – planning committee required</b></p> <p>Check venue if available and set a date. Same for Interior. Inform attendees at the workshop.</p>		G.Tam
5.07	<p><b>Centennial Committee – update on activities – membership</b></p> <p>Need a chair. No further update.</p>		G.Tam
5.08	<p><b>Face to Face meeting 2011 Strategic Planning</b></p> <p>Good idea to have a strategic plan meeting.</p>		K. Cordner/G. Tam
5.09	<p><b>Out of Province FOODSAFE Certificates re-prints &amp; fee</b></p> <p>A new laptop for President mandatory. National Membership Committee. Thanks to Jas for her hard work, friendship and experience. BC Branch will truly miss her!</p>		K. Cordner
	<b>Adjournment at 10:05 Hours</b>		

ITEM	DETAILS	TIME	NAME (S)
	<b>Next Meeting Oct 25 2011</b>		