

**I.M.S.A. British Columbia Section
Section Executive Business Meeting**

GNEC Office

October 12, 2016 @ 3pm

Executive Attendees:

In Attendance:

Atif Khan Graeme Kraft Joseph Quan Erik Berg Larry Parks

On Phone:

nil

Previous Minutes

Approved Minutes from previous meeting of June 8, 2016, 1st, by Graeme, 2nd Erik

Correspondence

1. Draft minutes from International mtg was issued for comments.
2. Email from IMSA was issued to communicate via “non-government” email addresses – maintaining confidentiality. Graeme and Atif will look into the sharing of imsa.bc for a set of email addresses for the BC Section.

Newsletter:

1. Current edition was released last week.
2. Articles required by Joseph (President’s message, Certification Article and schedule, etc) before end of November for the next one. Newsletter to be issued by 1st week of December.

Web Site:

1. Our streaming section to post email content from industry tie-ins for publishing “selected” third party (Transport Canada, etc.) has been set up under the NEWS tab.
2. Some Certification pages are standardized and there are more locations for finding info now in place.
3. After the Nov registrations are resolved then we will shuffle over to the JOTform entry methods for future registrations and invoicing.

Treasurer:

1. No update. There are a lot of chqs to be cashed – Larry to follow-up with Craig.
2. “Store Front” option for square is being reviewed.

Certification:

1. 2 Course have been canceled for this Fall Session. Work Zone will proceed as planned.
2. Graeme printed report regarding emails issued and responses from the emails (newsletter) – there are some signs of very limited throughput (reads or click-thrus).

3. Possible effort to look at (with confirmation) some other media methods to get info out to the members – Tina will be volunteered to look at this.
4. Concerns with the additional (new) requirements for Moderators (no audio, etc.) needs to be closely watched and any major impact/issues feedback needs to get back to International ASAP.
5. There was a new email newsletter for Certification Chairs issued from International – giving program updates, etc.

Fall Tech Session (Tues Nov. 1st)

1. Tech Sessions are full (c/w most bios).
2. Ensure all tech sessions have an assigned session host/introducer/thanker.
3. Paul to look into options for thankyou gifts for Tech Session presenters. Options to look at are IMSA Mugs and or gift cards. Use up existing plaques first. Not many remaining – 1 or 2 so new ones needed for fall.
4. Full inside tradeshow area and into foyer as well. Qty of booths/coffee/lunch unknown at this time – will be resolved when Paul is back.
5. Oct 31 is the meet and greet again at the Foggy Dew Irish Pub. Starting at 6:30pm. Brian Olsen will be there a little earlier to sort out layout, food, drink, etc.

New Business:

1. Strategic Planning Session was held and details are to be made available at the Tech Session meeting.
2. BC Section needs to resolve the BC Society Registration change requirements – this needs to be redone within the next year – a Committee needs to be formed to deal with this (Larry awaiting insights from other Associations that he is aware of as to what they are doing).
3. Section Insurance and possible integration with International is still up in the air.
4. For golf tournament next spring – we have a cap at 48 at this time that we will aim for.

Minutes recorded by Larry Parks

NEXT MEETING: Nov 1, 2016 – at the Technical Sessions Executive Meeting (noon).