

British Columbia Onsite Sewage Association
Board of Directors Meeting Minutes
December 02, 2010
Coast Tsawwassen Inn

Present In Person

Rob Feldhaus, Steve Warren, Tim Wilson, Braden Marshall, Frank Hay
Mike Sheehan, Denis Francoeur,

Staff: Liz Stewart-Jones

Guest: John Rowse

1. Quorum & Call to Order

Quorum declared and meeting called to
order at 10:00AM by Chairman, Steve Warren

2. Adoption of Agenda

Resolution No. 222 Adoption of agenda
Motion by Mike Sheehan. Seconded by Steve Warren
Carried

Correspondence

Discussion ensued regarding the ROWP MLA meeting in Prince George held September 14th, 2010. John indicated follow up letters had been sent to the Ministry and Tim Lambert's office regarding discussions held at the meeting.

Action :

John to forward letters and current responses to the Board

Action Forward

Accruals accounting:
Frank and Liz will have accruals accounting in place for 2011

3. Minutes of Last Meeting

Resolution No. 223
That the minutes of September 01, 2010 Board meeting be adopted.
Motion by Tim Wilson. Seconded by Denis Francoeur
Carried

4 . Treasurers Report

Discussion ensued regarding current bookkeeping practices and reports. The accounting practices are improving and the move to accruals accounting is inevitable.

Ad hoc committee

The ad hoc committee for planning struck at the last board meeting met November 11th, 2010. Frank presented a list of what the committee found to be member needs. Mike indicated that this was a good start but that the committee now needs to identify program costs and expected revenues, if any.

Action: Ad hoc committee to develop funding models for all member services recommendation and report same to the Board.

5. WOWTC Report

The Education and Training committee offered a list of courses they felt could be added to the WOWTC curriculum either as new courses or as continuing education. Discussion ensued as to the delivery of continuing education in concert with ASTTBC requirements and also delivery methods for accessibility.

Steve thanked the committee for its initiative.

Action: John to explore feasibility of course suggestions and delivery.

Liz provided and walked through the 2010 WOWTC report, in brief there have been 419 occupied seats in currently offered courses with 65 students completing the full course content for registration.

Action: Liz to post report on the website.

7. AGM and Conference

Nomination

LSG and board to work to seek nominees. A package for the nominees has been developed for distribution.

By-Law changes

Discussion ensued regarding some by-law changes.

Resolution No. 224 Board to review by-laws and make comments to Steve Warren re changes, errors or omissions.

Motion by Tim Wilson. Seconded by Rob Feldhaus

Carried

It was decided that the early bird registration be moved up to January 15th, 2011.

Resolution No. 225 That the Ad-ho committee evaluate increasing membership fees as requested on 2009 AGM minutes.

Motion by Braden Marshall. Seconded Rob Feldhaus

Carried

12. Adjournment

Resolution No. 226 Adjourn Board December 02, 2010 Board meeting 2:45 PM, Motion: Tim Wilson Seconded Denis Francoeur

Next meeting conference call February 14th 2011.

Carried