

**British Columbia Onsite Sewage Association
Board of Directors Meeting Minutes
March 8th, 2010
Coast Tsawwassen Inn**

Present In Person:

Frank Hay, Rob Feldhaus, Braden Marshall, Steve Warren, Tim Wilson,
John Hayton (arrived at 8:52 AM)

Present By Telephone: Ian Ralston

Absent: Colin Boog, Stephanie Unrau

Staff Present: Liz Stewart-Jones (by phone in AM session only)

Quest: John Rowse

1. Quorum & Call to Order

Six (6) Board Members out of 9 are present. Quorum declared and meeting called to order at 8:20 AM by Chairman, Frank Hay.

2. Minutes of Last Meeting

Resolution No. 193

That the minutes of October 7th, 2009 Board meeting be adopted,
MOTION by: Tim Wilson. Seconded by: John Hayton.

CARRIED

Resolution No. 194

That the minutes of December 9th, 2009 Board meeting be adopted,
MOTION by: Tim Wilson. Seconded by: Steve Warren.

CARRIED

3. Business Arising from Minutes

Reply to Braden's questions

Why are the 2009 administration costs over budget by \$ 49,608.51?

Action: Frank to get external bookkeepers, Top Shelf, to answer question.

4. Finance

Tabled Financial Statements –In-House Dec 31, 2009

Cash position as at 2008 year end was \$183K and 2009 was \$217K

Discussion on the write-down of the course material given auditors comments on asset valuation.

Government Informal Review

No written report received to date

No concerns, transactions or issues presented to date

No "smoking gun"

Contracts with J. Rowse Strategic Consulting

SPM Version 3

Government has not announced any release date for stakeholder review.

Understudies – Board selected the following for the understudies

- SPM – Ian Ralston
- CSA B65 – Tim Wilson
- Conference/Trade Show/AGM – Liz Stewart-Jones

March Conference/Trade Show/AGM

Frank/John

- 28 of 30 Booths sold out.
- 125 delegates.
- Presenters organized with some re-scheduling to occur.
- Financial Breakeven achieved.
- Show Time for booths is organized.
- Water Bottles as give away items

Action Item: Liz and John H to prepare a report to Board for the costs and expenditures of the JRSC contracts from start of contracts to April 30, 2010.

Action Item: Frank to circulate to Board a written policy statement on support to members for approval by the Board. (John R to send Frank copy of existing policy.) (TRC role to review “filings” on request.) (ASTTBC complaint process.)

5. Nominating Committee Report

Braden Marshall as the Committee Chair reported the following:

- Frank, Ian and Stephanie are not running again.
- Board members that are not up for re-election are and have indicated their intention to remain for 2010
 - o Braden Marshall
 - o Tim Wilson
 - o Steve Warren
 - o John Hayton
 - o Rob Feldhaus
- Braden to confirm Colin Boog’s intentions to complete his term.

6. TILMA

The Board discussed the effects TILMA on the industry.

ACTION ITEM: John R and John H to contact the TILMA office to determine where they are at with other trades etc. and to report back to the Board.

7. Thompson Rivers University

The MOU that exists between BCOSSA and TRU for course evaluation as part of the TRU entry into their diploma program was discussed in light of the course offerings by TRU.

Action: Frank to review the MOU and remind TRU of any conflicts in order to proceed with the MOU.

8. New Business

(a) John Hayton requests that the minutes record that there is no still Chair of the Standing Committees for Education & Curriculum.

9. AJOURNMENT

Motion is carried to adjourn at 2 PM