

**CCA Board Meeting
January 13, 2009
12:00-1:00 p.m. (Ottawa time)
Teleconference**

Present: Maria De Cicco (Chair), Ron Lehr, David Paterson, Lynda Younghusband, Connie Gerwing, Mona Chevalier, Réal LeClerc, Lorna Martin, June Sanderson, Hope Burke, Maxine MacMillan, Blythe Shepard, Kris Magnusson, Barbara MacCallum (Secretary).

Regrets: Michel Turcotte, Janice Tester, Linda Wheeldon

Welcome

- Maria De Cicco welcomed board members and thanked everyone for taking the time to be on the call.

Agenda

1. Approval of Agenda
2. Acceptance of Minutes
3. Conflict of Interest
4. Budget 2009-2010
5. Awards
6. Conference Update
7. Next Meeting
8. Adjournment

1. Approval of the Agenda

Motion: To approve the agenda as presented.

**Moved by Mona Chevalier. Seconded by June Sanderson.
CARRIED**

2. Acceptance of minutes

Motion: To accept the minutes of the November 15-16, 2008 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Kris Magnusson. Seconded by Lorna Martin.
CARRIED**

- it was noted that the translation of the minutes for the last meeting had just been received.
- after they are reviewed they will be circulated.

3. Conflict of Interest

All attendees confirmed that they did not have a conflict of interest with regard to any of the agenda items.

4. Budget 2009-2010

- a draft budget had been circulated to the Board in December 2008.

- Barb MacCallum reviewed the budget.
- Connie Gerwing noted that she had been advocating for additional money to be put into the Legislative Support Fund but that the money allocated under the Professional Sustainability Fund covered many of the items for which funds were being sought.
- Kris Magnusson noted that we may be missing an opportunity to use the website more effectively.
- this discussion extended into the notion that perhaps the Communications Objectives and Strategy for the association could be a topic of discussion for the Board of Directors.
- a decision was made to form an ad hoc Communications Strategy Committee.
- committee members will be Kris Magnusson (Chair), Maria De Cicco, Ron Lehr, Lorna Martin and Barb MacCallum.
- Kris indicated as long as there was flexibility within the budget to look at updating the website based on the results of the Communications Strategy Committee his concern was alleviated.

Motion: To approve the 2009-2010 Budget as presented.

Moved by Connie Gerwing. Seconded by Maxine MacMillan.

CARRIED

5. Awards

- candidates for the Lorne Flavelle Award and the Professional Contribution Award were circulated prior to the board meeting.
- after discussion it was decided that there would be only one recipient of the Lorne Flavelle Award.

Motion: To award the 2009 Lorne Flavelle Award to Dr. Robert Baudouin.

Moved by Kris Magnusson. Seconded by Réal LeClerc.

CARRIED

Motion: To award the 2009 Professional Contribution Award to Madeleine Lelievre and Marian MacDonald.

Moved by Connie Gerwing. Seconded by Blythe Shepard.

CARRIED

- it was agreed that the \$100 award would be divided between the two recipients.
- it was suggested that the award criteria for the Lorne Flavelle Award be made more specific with regard to the number of recipients there could be each year.

**6. Conferences
2008**

- financials should be available by the end of January 2009.

2009

- registration for Saskatoon is now available.

- Maria De Cicco and Barb MacCallum will be going to Saskatoon at the end of January to meet with the conference committee.

2010

- a draft budget has been prepared.
- Alene is working on draft conference material for the local committee to review.
- Barb and Alene will be visiting the committee in mid-February.

7. Next Meeting

- Maria reminded everyone to ensure that Committee work is continuing.
- the next meeting will be in March.
- Barb will send out a doodle poll to establish the date and time.

8. Adjournment

The meeting adjourned at 1:00 p.m. (Ottawa time).

Motion: To adjourn the meeting.

**Moved by Réal LeClerc.
CARRIED**

President

Date

SUMMARY OF TASKS

Item	Agenda Reference	Item	Date	Responsibility
1	5	Update award criteria for the Lorne Flavelle Award	ASAP	Directors

SUMMARY OF MOTIONS

Motion: To approve the agenda as presented.

**Moved by Mona Chevalier. Seconded by June Sanderson.
CARRIED**

Motion: To accept the minutes of the November 15-16, 2008 meeting as accurately reflecting the discussions and decisions of the Board.

**Moved by Kris Magnusson. Seconded by Lorna Martin.
CARRIED**

Motion: To approve the 2009-2010 Budget as presented.

**Moved by Connie Gerwing. Seconded by Maxine MacMillan.
CARRIED**

Motion: To award the 2009 Lorne Flavelle Award to Dr. Robert Baudouin.

**Moved by Kris Magnusson. Seconded by Réal LeClerc.
CARRIED**

Motion: To award the 2009 Professional Contribution Award to Madeleine Lelievre and Marian MacDonald.

**Moved by Connie Gerwing. Seconded by Blythe Shepard.
CARRIED**

Motion: To adjourn the meeting.

**Moved by Réal LeClerc.
CARRIED**