

# ASA Board Meeting – Minutes

Wed. Feb. 27th, 2019 @Excel Boardroom, Markin MacPhail Building

6:30pm-8:30pm



Start time	Subject Matter	Person leading	Action Items
<b>Present:</b>	<b>Corri-Lynn Deitsch, John Fair, Stacey Hicks, Jeff Jarvis, Nigel McCreary, Wes Miskiman, Mike Riddell, Board Observers:</b>		
<b>Absent:</b>	<b>Mike Choi, Bob Duszynski, Colleen D’Hondt, Chris Lewis, Shelley Spackman,</b>		
<b>6:30pm (10 min.)</b>	<b>Call Meeting to order.</b> Motion to open meeting: Michael Riddell Motion seconded by: Nigel McCreary Carried: Unanimously.	<b>Jeff/ Mike/ John</b>	
	<b>Discussion re Agenda.</b> Motion to approve Agenda: Corri-Lynn Deitsch Second: Michael Riddell Carried: Unanimously	<b>Jeff</b>	
	<b>Discussion re last meeting minutes.</b> Motion to approve last meeting minutes.: Cori-Lynn Deitsch Motion seconded by: Jeff Jarvis Carried: Unanimously.	<b>John</b>	<b>Action: Send out a list of everyone’s e-mail addresses to BOD Person responsible: Michael Riddell Deadline: By next meeting or sooner</b>
<b>Scheduled Board Agenda Items:</b>			
<b>6:40pm (2 min.)</b>	<b>Financial Update:</b> <b>Notable discussion points:</b>  Casinos may be changing away from volunteer staffing to paid staffing in the next two years. TBA after the provincial election.  Motion: To accept financials as submitted Motion by: Wes Miskiman Seconded by: Nigel McCreary Carried: Unanimously.	<b>Jeff for Mike Choi</b>	
<b>(13 min.)</b>	<b>Review of progress on last meeting Action Items.</b>	<b>John</b>	<b>Action: Review moving our Fiscal Year End to the end of June. Person responsible: Colleen &amp; Sheila Deadline: Next BOD Meeting</b>

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<p><b>6:55 pm (35 min.)</b></p>	<p><b>Review new ASA Financial policy</b></p> <p><b>Notable discussion points:</b></p> <ul style="list-style-type: none"> <li>• Staff must be closely familiar with the policy.</li> </ul>	<p><b>Jeff as per Colleen’s prepared policy.</b></p>	<p><b>Action: Familiarize Stacey and Shelley with the new policy. Person responsible: Colleen or Sheila Deadline: Once the new policy is approved.</b></p> <p><b>Action: Prepare official thoughts on signing authorities required for expense cheques. Person responsible: Sheila Deadline: Next BOD Meeting</b></p> <p><b>Action: A motion to approve the Financial Policy as submitted in draft format to be presented. Person Responsible: Colleen and Sheila Deadline: Next BOD Meeting</b></p>
<p><b>7:30 pm (45 min.)</b></p>	<p><b>Succession Planning</b> - review role of Nomination and Orientation sub-committee. and discuss the following succession planning tool: <a href="https://cnmsocal.org/wp-content/uploads/2014/06/SUCCESSION-Participants-Guide-FINAL-REV-for-501c-2014.pdf">https://cnmsocal.org/wp-content/uploads/2014/06/SUCCESSION-Participants-Guide-FINAL-REV-for-501c-2014.pdf</a></p>	<p><b>Jeff</b></p>	<p><b>Action: Identify and approach potential new BOD members &amp; Review size of BOD moving forward &amp; be ready with the necessary motions. Person responsible: Jeff &amp; Nomination Committee Deadline: Next BOD meeting</b></p>
<p><b>8:15 pm (15 min.)</b></p>	<p>Next Meeting Date: Wed. Apr. 3, 2019. Note that there will be no meeting in March due to the high Nationals activity.</p>	<p><b>Jeff</b></p>	
<p><b>8:30pm</b></p>	<p><b>Adjourn</b> <b>Motion to Adjourn by: Nigel McCreary</b> <b>Seconded by: Michael Riddell</b> <b>Carried: Unanimously</b></p>		