

# ALS Executive Meeting

February 21st, 2017, 9:00 am (via teleconference)

Present: Adam Farrell, Elyse Sanche, Jenna Thomson, Ali de Haan, Ryan Kyle, Ali Moore

Regrets: Kevin Stranack, Simon Robins

## **1. Call to Order (Adam Farrell)**

- Call to order at 9:05am

## **2. Adoption of Agenda (Adam)**

- December 2016 minutes added

## **3. Minutes of previous meeting**

### **a. Adopt, amend and/or correct minutes**

- Adopted.

## **4. Follow-up on action items:**

### **a. BC ALS Name/Mandate Review Working Group update (Ali M./Elyse)**

- This will be discussed at the December meeting, March 2, 2017.

### **b. ALS Constitution working document**

- Adam will ensure meeting attendees have copies of the working document before the meeting.

### **c. Update on the use of PBworks vs. Google docs for ALS (Elyse / All)**

- Meeting minutes are now stored in the shared ALS folder on Google Docs.
- Going forward, any new documentation will be kept in Google Docs.

### **d. Formally using Roberts Rule of Order (Adam)**

- i. Deferred to be reviewed after December (March 2017) meeting**

## **5. New business**

### **a. December 2016 minutes**

- ACTION: please check for copies in your email.

### **b. ALS Binder**

- Adam has scanned the majority of the Chair's binder. Naming structure was discussed. Adam will group them by year and put them in Google Docs and files can be renamed as time allows.

### **c. Awards**

- Section awards will be awarded during the section AGM. An email will go out seeking members of the awards committee.

## **6. Continuing Education: (Kevin / Ali M / Ryan)**

### **a. December event (aka: March meeting)**

- Registration is low, partially due to conflict with a UBC event. We have 29 registrants who are not part of the organizing group or speakers. Presenters will not have to pay for registration. Our primary cost is room booking. Catering is covered by BC Campus and BCIT is paying for live-streaming. Adam noted that ALS has \$160 if needed.
- For the meeting, we will need to check attendance to ensure we reach quorum.

## **7. Closing Remarks (Adam)**

- Adam thanked the ALS Executive for all of their time and energy into the current activities.

## **8. Adjournment**

- Adjourned at 9:37am.