

BCLA Board of Directors Orientation Meeting
June 26th, 2013
9:00 am – 11:30 am
BCLA Boardroom: 150- 900 Howe St.

Chair: Gwen Bird

In Attendance: June Stockdale, Myron Groover, Carla Graebner, Ursula Brigl (teleconference) Chris Middlemass, Annette DeFaveri, Heidi Schiller, Allie Douglas, Sarah Stang, Caroline Daniels, Daphne Wood, Tamarack Hockin, Saara Itkonen, Helen Brown, Bradley Gordon, Leanna Jantzi,

Recorder: Stephanie Kripps

Regrets: Heather Buzzell

1. Call to Order (Gwen Bird)

Gwen called the meeting to order at 9:01 a.m.

2. Introductions (Gwen Bird)

Gwen welcomed new members; and all members briefly introduced themselves. in a round table.

3. Adoption of Consent Agenda

There were no Consent Agenda items, as this is an Orientation Meeting. Gwen briefly clarified the difference between consent agenda vs regular agenda items, and the process for each.

4. Adoption of Regular Agenda

Moved by Carla, seconded by Chris

THAT the regular agenda be adopted.

CARRIED

5. Verbal Reports

a) Presidents Report (Gwen Bird)

Gwen described the recent focus on gathering conference feedback, suing that to plan strategic direction with the Executive Director

b) Executive Director's Report (Annette DeFaveri)

Annette highlighted various relationship building opportunities for BCLA, particularly with the upcoming Union of BC Municipalities conference. In addition, she has been busy catching up with the backlog from conference 2013 and already needing to look ahead to conference 2014.

6. New Business

a) Board Training

Introduction (Gwen Bird): Gwen provided general context for the training, indicating that

- the Board is meant to represent the entire membership at large;

- the strategic plan should be kept in mind when making decisions;
- the role of the Board is for planning and direction, not operational concerns as might be discussed in a staff meeting;
- new members will hear directly from a mentor;
- a Letter of Agreement outlining key roles and responsibilities will be emailed to all Board Members to sign and return to the next meeting.

Training (Chris Middlemass)

Chris walked the Board through the slides (print copies included in Board Agenda Package), clarifying and expanding on the main points.

b) Overview of the BCLA 2014 Budget (Carla Graebner)

Carla provided background to some of the key budget terms, concepts, cycles and processes which will be helpful to Board members when making future decisions. She also thanked Heather Compeau for her previous work with the budget, in a year when difficult decisions needed to be considered.

c) Strategic Plan (Gwen Bird)

Gwen addressed each of the four areas of the strategic plan and identified initial ideas for action items to support each one. She informed the Board that Caroline Daniels will be the Board liaison to facilitate the new web page design and content migration. Still to come is the consolidation of all the input from the conference attendees that could help create short unmistakable vision, mission and values statements.

d) Constitution and By-Laws (Gwen Bird)

These were included in the Board Agenda & Orientation Package for ongoing reference.

7. In Camera

Conference 2013/2014 update and discussion.

1. Next Meeting Date and Closing Remarks (Gwen Bird)

Thursday September 12, 9:00 a.m. and including lunch.

2. Adjournment

Meeting adjourned at 11:35 a.m.