



EXECUTIVE MINUTES
Wednesday, April 4, 2018
Chamber Office

PRESENT: Destiny Homes Inc. (Rene van de Vendel), EJD Machacek LLP (Everett Duerksen), Leonard Fast Barrister (Leonard Fast), Nutrisource Inc. (Jeff Nielsen), Scotiabank (Terry Roosen), Stop N Go (Daryl Tonin) and Coaldale & District Chamber of Commerce (Dixie McCarley)

1. **Call to Order**

President, Everett Duerksen, called the meeting to order at 12:05 p.m.

2. **Additions to/approval of Agenda**

Correction: 3. "February 7, 2018" should read "March 7, 2018"

MOTION: Moved by Leonard Fast, seconded by Rene van de Vendel, that the agenda be approved as amended. Carried

3. **Approval of Executive Minutes – March 7, 2018**

MOTION: Moved by Daryl Tonin, seconded by Terry Roosen, that the Executive Minutes of March 8, 2018 be approved as distributed. Carried

4. **Financial**

Financial Statements 2017

Financial Statements for 2017 were discussed. Everett will provide Leonard Fast with details of "Expense – Office - \$1,618".

MOTION: Moved by Rene van de Vendel, seconded by Terry Roosen, that the Financial Statements for 2017 be presented at the AGM for approval. Carried

Profit & Loss Prev Year Comparison

Trial Balance and Balance Sheet

Dixie McCarley presented the above financial documents to the Executive for information. She advised that the QuickBooks program used by the Chamber is not compatible with one used by EJD Machacek. Hence, some of the figures on these documents are not correct, i.e., "floats".

Keely Charlesworth from EJD Machacek will update our system, along with setting up Internet access allowing our Treasurer and Everett to view files offsite.

Old Business:

a) **Nominations**

Considerable discussion took place about procedures, term limits, positions and bylaws.

MOTION: Moved by Leonard Fast, seconded by Rene van de Vendel, that the Executive be now comprised of up to four (4) Director-at-Large positions.

Vote - five (5) in favor – one (1) No

After AGM, committee will be set up to review current bylaws.

5. **New Business:**

a) **Highway #3 Twinning-Feb. 2 & Mar. 2/18 Minutes**

The Highway #3 Twinning Minutes of February 2, 2018 & March 2, 2018 were acknowledged as received and filed.

b) **Community Activity Centre**

Tabled

c) **Lethbridge Chamber – Letter of Support**

Tabled

d) **A&A Banquet**

Tables - September 22, 2018

e) **Job Description**

An in-camera meeting of the Executive will take place sometime during the week of April 16th to discuss job description for Office Manager.

6. **Next Executive Meeting – May 9, 2018**

7. **Adjournment**

Meeting adjourned at 1:10 p.m.

Everett Duerksen, President

Leonard Fast, Corporate Secretary