

## EXECUTIVE MINUTES

11<sup>th</sup> Meeting of 2019



## NOTICE OF MEETING

October 23, 2019 @ Noon  
Coaldale Inn

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The Coaldale and District Chamber of Commerce | Box 1117, Coaldale AB, T1M 1M9  
Ph: 403-345-2358 | info@coaldalechamber.com | coaldalechamber.com

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**Attendance:** *Destiny Homes Inc., René van de Vendel* - President; *Scotiabank, Terry Roosen* – 1<sup>st</sup> VP; *Van Rijn Electric LTD, Jack Van Rijn* – 2<sup>nd</sup> VP; *Leonard D. Fast Law, Leonard Fast* – Corporate Secretary; *Westland Insurance Group Ltd., Derek Connick* – Director-at-large;; *Intercontinental Truck Body, Randy Van Seters* – Director-at-large; *Stop N’ Go, Daryl Tonin* – Director-at-large; *Sunny South News, Darlene Van Schouwen* – Director-at-large

**Absent:** *Pollemans Homes & Rentals, John Pollemans* – Director-at-large  
*EDJ Machacek LLP, Everett Duerksen* – Past President

**Guest:** Colleen Van Raalte – Executive Assistant

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### 1. CALL TO ORDER

### 2. APPROVAL OF AGENDA

- 2.1. Addition of Deletions  
-N/A

### 3. APPROVAL OF MINUTES

- 3.1. Executive meeting October 2, 2019  
-Tabled to next meeting

### 4. TREASURER REPORTS

- 4.1. Tabled to Next meeting

### 5. ACTION ITEM REVIEW

- 5.1. A letter of congratulations was sent to MP Rachael Harder

### 6. BUSINESS ARISING FROM MINUTES

- 6.1. N/A

### 7. NEW BUSINESS

#### 7.1. Parade of Lights

- A question was asked as to when the first parade of lights was held.
- Jack to find out when the first year of the parade of lights was held.

#### 7.2. Board and Committee structure

- Several meetings have been held over the past few months outlining a new initiative to propel the Coaldale Chamber forward as an organization.
- As a result, a proposal has been brought forward to install six committees at the board level, each containing a volunteer chair to oversee and manage each committee as per outlined terms of duties.
- Chairs for these committees are to come from volunteer executive and board members for the time being, with the ultimate goal of securing committee chairs from the board level exclusively.
- The six new committees include the following; Membership Committee, Local Advocacy Committee, Political Committee, Community Committee, Events Committee, and Communications Committee.
- It was noted that the Coaldale Chamber’s Bylaw, Article VIII, 8.1 provide the eligibility to develop and execute such committees.

- The structure of the executive and the board will not change as per bylaw but will change in terms of practical application.
- Please see attachment 7.2 for a complete outline.

MOTION

MSC: R. Van Seters / D. Van Schouwen

BIMT Executive Council adopt in principle, the proposal that René has presented to the Executive to establish the committees as outlined.

Carried

- René will make a brief presentation to the board at the Speak Series lunch meeting on November 13<sup>th</sup>. He will also call for an additional meeting to take place on November 20<sup>th</sup> to seek a support from the board regarding these initiatives with an official motion and the appointment of committee chairs.
- Colleen will send out a special invitation to all officers and directors after the November 13<sup>th</sup> meeting. René will provide the content for this invitation.
- Colleen will make a brief power point summarizing this new initiative to present at the November 20<sup>th</sup> board meeting.

MOTION

MSC: J. Van Rijn / R. Van Seters

BIMT Executive Council approve Colleen to purchase a screen and projector to a maximum of \$400.

Carried

**8. MEMBERSHIP**

8.1. N/A

**9. ITEMS FOR INFORMATION**

- 9.1. Grant Hunter is scheduled to present at the November 13<sup>th</sup> Speak Series. This should be promoted via email to our membership well before hand. Colleen is directed to make an advertisement to forward to the membership. Colleen should encourage the membership to submit questions prior to the event and forward them to the Grant Hunter's office.

**10. ITEMS FOR ACTION**

**ACTION:** Jack to find out when the first year of the parade of lights was held

**ACTION:** René

- Make a brief presentation to the board at the Speak Series lunch meeting on November 13 regarding committee initiative.
- Will also call for a meeting to take place on November 20<sup>th</sup> to seek a support from the board with an official motion and the appointment of committee chairs.
- Will provide information for special invitation to the board members for Colleen to forward.

**11. UP COMING MEETINGS**

- Executive Meeting - November 6, 2019
- Speaker Series – November 13, 2019
- Board Meeting -November 20, 2019

**12. ADJOURNMENT**

MOTION

MC: D. Connick

BIMT Executive Council approve to adjourn the meeting.

Carried