

EXECUTIVE MINUTES



NOTICE OF MEETING

December 5, 2018 @ Noon
Coaldale Inn

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

Attendance: *EJD Machacek LLP, Everett Duerksen* – President; *Scotiabank, Terry Roosen* – First VP; *Van Rijn Electric, Jack Van Rijn* - Second VP; *Jake Klassen Plumbing, Lacey Klassen* – Treasurer; *Barrister Solicitor, Leonard Fast* – Corporate Secretary; *Sunny South News, Darlene van Schouwen* Director-at-Large; *Stop N Go, Daryl Tonin* – Director-at-Large; *Destiny Homes, Rene van de Vendel* - Director-at-Large; *Pollemans Homes Rentals, John Pollemans* - Past President

Absent:

Guests:

1. CALL TO ORDER– *Everett Duerksen*

2. APPROVAL OF AGENDA– *Everett Duerksen*

3. APPROVAL OF MINUTES– *Leonard Fast*

MSC: J. Van Rijn/J. Pollemans

BIMT the Executive approve the minutes of November 7, 2018.

Carried

4. OLD BUSINESS

4.1. Acknowledge Green Acres Letter– *Everett Duerksen*

- Green acer pharmacy discussion.
- Green Acers switch to shoppers from local Pharmacy.
- Residents no longer have a choice in prescribed meds with the option of blister pack.
- Letter from concerned person who has both parents in care and not happy with the change.

4.2. Awards and Appreciation Banquet 2018 – update

- \$3,456 profit
- Down from initial projections but think we had problems with the Square double recording.
- Next Awards Banquet to schedule for March 23, 2019 at the Gem of the west.
- Table discussion on A&A chair pending discussion with Colleen on event planning
- John to forward action plan form last A&A

MSC: J. Pollemans/L. Fast

BIMT the Executive tables discussion on location to go in Camera.

Carried

5. NEW BUSINESS

5.1. Incoming Letter –Alberta Birds of Prey

5.2. HR Discussions

MSC: J. Van Rijn/L. Klassen

BMIT the Executive move into closed session.

MSC: L. Fast/T. Rossen

BMIT the Executive move out of closed session.

MSC: J. Polleman/D. van Shouwen

BMIT the Executive approve a parting gift for Dixie of \$300 + Flowers up to \$50.
Carried

- Admin role duties for when Dixie leaves. Look at someone on a short term basis but hope to get an idea of what we need. Will depend on what social media avenue we wish to pursue.

5.3. Office Space

- Looked at property on the 3rd floor Dilos Building. Everett has looked at the facility and looks quite nice.
- Existing location has issues with renos and no more meeting room.
- Don't think we have a signed lease.
- Everett checking out lease office from Duane for Dilo property for a potential Feb 1, 2019 date.
- If we have an offer then we can give notice at the Business Centre.

MSC: L. Klassen/L. Fast

BIMT If new lease is acceptable Lacey motions to have leave for Feb 1, 2019.
Carried

MSC: R. van de Vendel/D. Tonin

BIMT the Executive agree to have Leonard fast send a letter to landlord to cancel our lease (informal).
Carried

5.4. Strategic Planning

MSC: R. van de Vendel/J. Pollemans

BIMT the Executive search for facilitator for development sessions.
Carried

6. NEXT MEETING

January 16, 2019

- Social Media
- Budget

7. ADJOURNMENT