

TO: Board of Governors
c.c. Provincial Chairpersons
Advisory Board

FROM: Jean Mignault
Executive Director

SUBJECT: RECORD OF DECISIONS
CONFERENCE CALL
19-05-99



June 2, 1999

Attendees:

Chairperson:	M.W. Goldack	President
	A. Courville	Past President
	L.G. Jenks	First Vice-President
	R. Ilko	Vice-President
	R. Mortimer	Vice-President
	J. Ash	Chairperson, National Finance Committee
	J. Mignault	Executive Director
	R. Logan	Advisor
Secretary:	S. Clark	Chief Administrative Officer

1. NEW ITEMS FOIR AGENDA

Two new items were added to the Agenda:

- a. Report of the Employee Benefits Committee;
- b. Transition of Executive Directors

2. APPROVAL OF AGENDA

MOTION: Moved/seconded by Len Jenks / Bob Mortimer that the Agenda be approved as amended. **CARRIED 5/0/0**

3. APPROVAL OF RECORD OF DECISIONS - 21 APRIL 1999 CONFERENCE CALL

MOTION: Moved/seconded by Bob Mortimer / Ron Ilko that the Record of Decisions for the Conference Call held 21 April 1999 be approved as distributed. **CARRIED 5/0/0**

4. PRESIDENT'S REMARKS

Max Goldack advised that, due to medical reasons, he would be unable to attend the 1999 AGM in Newfoundland. Len Jenks shall act in his stead.

Report of the Employee Benefits Committee

Jim Ash confirmed that a new benefits plan with ManuLife was in place effective May 1st, with savings of approximately \$600.00/month in premiums for the employees; League premiums remain the same.

No progress was reported on the RRSP benefit, which the committee shall now focus attention on. Jean Mignault reported that he will make provision for this benefit until the plan is set-up.

5. BUDGET

Jim Ash reviewed the draft budget. Questions arose concerning the status of the National Fund Raising Campaign (now chaired by André Courville) and the need to re-look at meeting costs. Jean Mignault reported that the auditors had completed their work and that results show a small income vice a deficit. He further expressed his optimism for approval of the grant increase for 2000/01.

The retirement benefit for Steven Clark was discussed in camera. Dick Logan will be drafting a letter for the President regarding this matter.

Len Jenks recommended that a standard registration fee for meetings, not based on the cost of meal(s) only, be established. It was noted, however, that current policy states costs for rooms and related rentals are not to be included in any such fee. Max Goldack tasked Jean Mignault with looking at ways to lower costs.

Transition of Executive Director

André Courville questioned the extended transition period, now twice the planned three months. Discussion ensued. Len Jenks noted that the additional salary costs have been offset by a large donation from an annual donor, which will not impact his future contributions. Dick Logan's title was also debated.

Jean Mignault outlined his expectations in assuming the position - that he was prepared and able to take over with no transition although it has been beneficial in having Dick Logan as a resource person. Some League Headquarters' tasks, such as National Summer Training Course Selections and the National Fund Raising Campaign, had been delayed this year due, in part, to the later start date of the in-coming Executive Director. Further to an earlier point, he stated that he has received signing authority while on probation in the past and that this matter should not be an issue.

Max Goldack concluded that, in the best interest of the League, Dick Logan would be employed until August 31st, with his salary for September and October to be donated back, as earlier agreed. His function during the transition period will be to act as an advisor to Jean Mignault only with no title to be used.

Jean Mignault reported that Annick Côté, hired as Secretary in mid-April, had resigned.

MOTION: Moved/seconded by Len Jenks/Bob Mortimer that the 1999/00 budget be approved as presented. **CARRIED 4/1/0**

6. ITEMS FOR ANNUAL MEETING

Max Goldack issued a call for Agenda items, to be submitted as soon as possible.

7. REPORT FROM VICE-PRESIDENTS

No issues were discussed.

8. GOOD AND WELFARE OF THE LEAGUE

No issues were discussed.

9. OTHER BUSINESS

Bob Mortimer recommended that advance notice of Agenda items for the Executive Committee and Board of Governors' meetings be provided to the respective members.

10. DATE AND TIME OF NEXT MEETING

The next meeting of the Executive Committee shall be held in conjunction with the 1999 Annual General Meeting. The monthly conference call schedule will be distributed following this meeting.

11. ADJOURNMENT

There being no further business, the Chairperson adjourned the meeting.