
**IAP2 BC Chapter
Minutes of the Executive Committee
Meeting #042**



June 02 2015

12:00 p.m.

Teleconference

Attending:

Catherine Rockandel (CR), President
Drew Ferrari (DMF), Secretary
Carolina Quintana-Kohut (CQK), Training Coordinator
Sarah McKinney (SM), Treasurer
Andrea Winkler (AW), Director at Large/ Special Projects
Daniella Fergusson (DF), Member Services Coordinator

Regrets:

Lisa Moilanen (LM), Partnership Development Coordinator
Anthea Brown (AB), Special Projects- Electronic Media
Michele Aucoin (MA), Director at Large/ Special Projects

1.) Call to Order

The meeting was called to order at 12:07 pm

2.) Agenda

1. Call to Order
2. Agenda
3. Review and Approve meeting minutes #041 of February 24th 2015
4. Debrief of Recent IAP2BC Events
5. Sponsorship Discussion- Delaney & Associates
6. NIPIBC – Training Event
7. Fall Event Planning
8. Other Business
9. Next Meeting
10. Meeting Adjournment

3.) Review and Adoption of EC Minutes # 041

Approval of the EC Minutes #041 from the February 24 2015 teleconference.

Moved, Seconded, and adopted as presented.

ACTION: Drew to issue as approved minutes

4.) **Debrief of Recent IAP2BC Events**

PIBC Event- May 5th event at SustainNet offices.

Attendees 30-

3 speakers, Dr Christian Butteriss, Gayle Simpson, Vince Verlaan made excellent presentations. Questions and answers. Christian Butteriss took part via a video feed from Australia.

Lessons learned; we ordered too much food/drink. PIBC didn't have the right communication/promotion of the event, since they typically don't provide food, their people weren't expecting it. The idea for the upcoming Nanaimo event emerged from this event. Catherine has uploaded the presentations to YouTube, needs a link to our website. Catherine also sent it to the three speakers. Daniella can make a link on our website as a resource.

ACTION: event evaluation template would be helpful to capture follow-up from events
(Daniella & Catherine)

Vancouver Island Event- (April 28th 2015) Victoria

Attendees- 32

City Mayor spoke at event. Catherine attended and recorded. A successful event, well-organized, but location was not ideal (too noisy & distracting)
Catherine is still waiting for slides to sync audio with slides.

ACTION: Catherine has sign-in list of attendees, to enter into database.

5.) **Sponsorship Discussion- Delaney & Associates**

Sponsorship levels need some thought. How to provide value to our members. Should we just use our existing model in which we have all trainers provide us with an amount of \$100.00/day per training to promote training events? CTC and Dialogue Partners have already signed our agreement, but Delaney has so far refused to sign on with us, even though they still wish us to promote their trainings and attend to bring greetings from the Chapter. We need to provide the same offer to all trainers equally, and there needs to be a common understanding that we are a non-profit, volunteer-driven organization.

First step would be to encourage Delaney sign the agreement, and then discuss ways in which Delaney might collaborate with IAP2BC.

ACTION: Catherine to reply to Delaney and carry out the discussion

6.) **North Island PIBC Chapter Event**

North Island PIBC Chapter would like to have an event in Fall of 2015 or Spring of 2016.

In conjunction with running a Foundations program (through CTC) in Nanaimo.

Catherine has a teleconference scheduled with them to see what dates they are thinking and

the scope of the event. Lisa M. would likely take part in planning/hosting. We would promote/communicate through our website & distribution network.

ACTION: Catherine to further discuss with NIPIBC

7.) Fall Event Planning

Looking at planning a possible October event (avoiding overlap with the IAP2 conference event in September in Portland.)

Lisa is looking at another possible event on the Island, which might end up being the NIPIBC event

Also a possible Architecture/Engineering linked event:

AIBC/Architecture Canada- Drew to explore- themes- working engagement into the overall project structure.

ACTION: Drew to pursue talks with BC Chapter

Outreach to Engineering communities (APEGG)- many different types of engineers, we would need to target specific sub-audiences.

ACTION: Andrea

Hold an event in conjunction with our AGM on November 19th. Discussion of possibly doing a **Fail Fest** at the AGM.

Nov 16th to 20th, CTC will be doing training in Vancouver- ideal to link our AGM with this timeframe to capture some of the attendees from this training.

8.) Other Business:

- Please consider upcoming AGM in November and whether you will be continuing on the Board. Carolina is now in Calgary, but is available to assist with Board work until November. We will need someone to take over Carolina's Training Portfolio at November election.

9.) Next Meeting

To be set by Catherine using Meeting Wizard.

10.) Adjournment

The meeting was adjourned at 12:47 p.m.