A4LE Alberta Chapter Meeting
Thursday December 6th, 2018 – 1:00 pm
Conference Call 403-340-2200

ATTENDANCE:
Alyssa Lefaivre
Joanne Wright
Faye Strong
Lesley Woodland
Greg Leitch

REGRETS:
Jennifer Lavier Jankovic
Laurel Udell
Claudia Yehia-ALAeddin
Jennifer Coffin
Steve Bushnell
Ryan Bultena
Daniel Heaton
Miguel Quponds

Action items have been highlighted in Red

1. Call to Order
   Meeting called to order at 1:04pm

2. Approval of Agenda
   Motion to Accept Joanne Wright; seconded Alyssa Lefaivre

3. Approval of Minutes from Thursday November 15th, 2018 Meeting
   Motion to Accept Joanne Wright; seconded Jennifer Lavier Jankovic (after meeting)

4. Business Arising from the Minutes
   • None

5. A4LE Indigenous Outreach Team Report (Joanne and Faye)
   • none

6. Executive Reports
   6.1. Governor’s Regional Report
       • Not present. Report not provided.

   6.2. International Report
       • Not present. Report not provided.

   6.3. Treasurer’s Report
       • Not present. Report not provided.
7. New Business

7.1. 2019 Conference Planning

7.1.1. Venue
• Not present. Report not provided.

7.1.2. Theme - “Empowering Modern Learners”

7.1.3. Keynote Speakers
• Valerie McDougall
• Michael Barr

7.1.4. Speakers
• Call for Speakers has been uploaded to website and sent out by e-blast
  • Deadline for entries – January 15th
  • Speakers to be notified by January 30th
• Joanne proposes a panel discussion around Jordan’s Principle involving Indigenous speakers already attending the conference
  • Dependent on Call for Speakers submission numbers

7.1.5. Sponsorship and Tradeshow
• Alyssa to touch base with Laurel on Tradeshow contact at hotel
• Greg will assist with tradeshow where needed
• Alyssa to investigate payment options (Paypal etc.)
• Package needs to be uploaded to website
• Confirmed sponsors need to be added to website

7.1.6. Awards
• Daniel to update and circulate

7.1.7. Conference Schedule
• Behind on registration package completion

7.1.8. Registration Package
• Completed by Ryan, Jennifer and Laurel
  • Uploaded to website and sent out by e-blast (after meeting)
  • Early bird deadline December 31st

7.1.9. Miscellaneous
• Remind Donna to send out Call for speakers and Registration email reminder in early January
• Reminder to all Board members to distribute Call for Speakers and Conference Registration info to partner organizations for distribution in their newsletters.
  • Faye – Construction Associations (ACA, ECA etc.)
  • Daniel – U of C
  • Jennifer – AAA, APEGA

9. **Next Meeting**  
   Wednesday December 19, 2018, 9:30am

10. **Adjournment**  
   Meeting adjourned at 1:31pm