



## THE COUNCIL OF EDUCATIONAL FACILITY PLANNERS INTERNATIONAL

### **CEFPI Saskatchewan Chapter Annual General Meeting January 23, 2015**

**Sheraton Cavalier Hotel, Saskatoon, SK.**

1. **Call to Order** – Stan Laba called the meeting to order at 8:44 a.m.
2. **Welcome, Introduction of Directors**
3. **Adoption of Agenda** – Moved by Dave Edwards, seconded by Daryl Boehme, all in favour.
4. **Adoption of Minutes of the 2014 Annual General Meeting Minutes** – moved by Dan Van Buekenhout, seconded by Carlee Brattan, all in favour.

#### **5. Nominating Committee Report**

Stan Laba reported that we have two current executive members stepping down this year. Thank you to Mike Hurd and Dan Van Buekenhout for their years of service and dedication to the growth and success of the Saskatchewan Chapter.

The following members have agreed to let their names stand for election to the CEFPI Sask Executive:

Heather Morgan: Sales and Marketing Manager – DIRTT Environmental Solutions  
Sarah Turnbull: Design Director for Sarah Turnbull Interior Design, C.E.F.P

Stan Laba opened up nominations to the floor. No further nominations came forward. Majority vote approved two new Chapter Ad Hoc Directors listed above.

Refer to attached Nominating Committee Report for existing Directors and Roles.

#### **6. President's Report**

The attached report was prepared by Stan Laba.

#### **7. Financial Report**

Stan Laba mentioned informally that our current account balance is healthy and that a modest profit from the 2015 Conference is expected. Jeff Howlett, current Treasurer, has forwarded attached financial report for 2014.

#### **8. Governor's Report**

Dave Edwards prepared the attached Governor's report.

#### **9. International Report**

John Ramsey, CEO of CEFPI, updated the membership on some of the new and exciting things that are happening at the international level. He mentioned that as an organization we are striving to reinvent ourselves, ensuring that we continue to move forward. This includes new membership opportunities, making it more affordable for both public and private companies to become members. He solicited feedback from the membership regarding the re-branding of CEFPI, making special note that a detailed transition plan will be put in place to ensure that we do not lose the good will that our current name has already acquired. He also mentioned that they are continuing to work on the development of a leadership workshop for new executive officers at both the Regional and Chapter level. Finally, he reminded the membership that information regarding the C.E.F.P. Designation can be found online and that there is currently a waiting list to get into the course.

10. The acceptance of the President's Report , Governor's Report, and International report was moved by Brian Bossaer and seconded by Tyler Ottenbreit, all in favour.

#### **11. 2016 Saskatchewan Chapter Conference Location**

This is **tentatively** planned for Swift Current.

#### **12. Sask Merit Award**

The 2015 Sask Merit Award was formally presented to Brian Bossaer of the Living Sky School Division.

13. A very big **thank you** to the Planning Committee for their efforts in putting on a great conference.

14. **Adjournment** – meeting was closed at approximately 9:20 a.m. Moved by Dave Edwards, and seconded by Dan Van Buekenhout, all in favour.

**Council of Educational Facilities Planners International  
Saskatchewan Chapter  
January 23, 2015**

Nominating Committee Report:

1. For President: Kirstin Mahan-Thompson
2. For Secretary: Chris Roszell
3. For Treasurer: Jeff Howlett
4. Past President: Stan Laba
5. For Director: Tyler Ottenbreit
6. For Director: Kristin Hetterly
7. For Director: Daryl Boehme
8. For Ad hoc Director: Daniel Reeves
9. For Ad hoc Director: Derek Kindrachuk
10. For Adhoc Director Heather Morgan
11. For Adhoc Director Sarah Turnbull

Other nominations for the above-referenced positions will be requested during the AGM. The executive will confirm a president-elect from the elected group later in the year. Thank you to those listed above for their interest and dedication in standing for election to the Saskatchewan Chapter of the Council of Educational Facilities Planners International in 2015.



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Stan Laba,  
President

**Heather Morgan;**

**B.Sc.H.Ec, University of Sk**

**LEED AP**

**ADDRESS**

Saskatoon, Sk

**PHONE**

1.306.220.8988

**EMAIL**

hmorgan@dirtt.net

**WEB**

www.dirtt.net



## Profile

Associate Interior Designer and Pre-fabricated architecture specialist, Heather Morgan, has 29 years' experience in commercial tenant improvement work for professional and medical office environments. Heather has 14 years of design, project management and marketing experience in the Pre-fabricated architectural industry, including LEED accreditation and active participation in LEAN project review and design.

## Experience

**SALES AND MARKETING MANAGER - DIRTT ENVIRONMENTAL SOLUTIONS, CALGARY, ALBERTA\_ 2008 - PRESENT**

Architectural liaison; Sales and Marketing Manager for DIRTT Environmental Solutions for Saskatchewan and Northwest Territories, based in Saskatoon

**FEDERAL GOVERNMENT MARKETING MANAGER, WESTERN CANADA - HAWORTH INC., CALGARY, ALBERTA \_ 2002 - 2008**

Liason responsible for Federal Government Sales for systems and architectural solutions in British Columbia, Saskatchewan and Manitoba

**SALES AND MARKETING MANAGER - SASKATCHEWAN, SMED INTERNATIONAL INC., CALGARY, CANADA \_ 2000-2002**

Sales and Marketing Manager for SMED International for Saskatchewan, based in Saskatoon. Responsible for marketing and education regarding sustainable architectural solutions throughout the province.

**ASSOCIATE INTERIOR DESIGNER, PLANNED COMMERCIAL INTERIORS LTD, SASKATOON, CANADA \_ 1988 - 2000**

Associate Interior Designer specializing in design, project management and site services for commercial Tenant Improvement work

# SARAH TURNBULL INTERIOR DESIGN

January 19, 2015

Re: CEFPI Board

I am looking forward to sitting on Saskatchewan's CEFPI board. I received my R.E.F.P (Recognized Educational Facility Planner) designation from San Diego State University in early 2014. In January 2015, I was recognized with my C.E.F.P. designation (Certified Educational Facility Planner.) I have over 9 years of interior design experience and I am the founder and design director for Sarah Turnbull Interior Design.

My passion for Educational Facility Design began when I worked as the Lead Interior Designer on Arcola Community School while employed with P3 Architecture. I worked collaboratively with a team of Architects and Technologists, also with P3 Architecture, as well as client representatives (Regina Public Schools). The process of creating something positive, innovative and meaningful sparked an interest in facility design. Arcola Community School won "Best of Canada- Institutional Interior Design," awarded by Canadian Interiors Magazine. The award was a proud achievement; however, the more moving moment was when the students spoke about the project, at the grand opening, of how they were included and their embodiment of pride of space.

I hope to add value to the CEFPI organization and continue to be involved in bringing innovative solutions to Saskatchewan.



*Sarah and Dan (Regina Public Schools) lead Saskatchewan Polytechnic Interior Technology students on a tour of Arcola School- January 2015*



## **NEWS RELEASE**

**FOR IMMEDIATE RELEASE**

**CONTACT:**

Barbara C. Worth  
Director of Strategic & Private Development  
480-285-9002

### **Sarah Turnbull Earns Certified Educational Facility Planner Designation**

Washington, DC Jan 09 2014, Sarah Turnbull, Sarah Turnbull Interior Design, recently received the Certified Educational Facility Planner (CEFP) designation, a mark of excellence developed to reflect the knowledge, skills and abilities of a competent educational facility planner. The CEFP credential was designed to elevate professional standards, enhance individual performance and identify those in the educational environment industry who demonstrate the knowledge essential to the practice of educational facility planning.

The Council of Educational Facility Planners (CEFPi), creator of the CEFP credential, observed that “An individual who has been certified by CEFPi has achieved the highest qualification in our profession. Clients can appoint CEFPs with confidence that they have been examined for competence by our association.”

After meeting eligibility requirements and submitting an application, CEFP candidates must pass a rigorous CEFP exam. Once a candidate has earned the credential, they must maintain it by fulfilling certification renewal requirements every three years, in addition to maintaining minimum continuing education units each year.

The Council of Educational Facility Planners International (CEFPi) is the only professional organization whose principal purpose is improving the places where children learn. CEFPi embraces a diverse group of professionals with one single goal – building healthy, safe, high performance and sustainable learning environments that enhance student and teacher performance and support culture and community vitality. To learn more, visit [www.cefpi.org](http://www.cefpi.org).

## President's Report:

Greetings Saskatchewan Members,

It has been quite an eventful year – I will highlight some items that stand out for me, and hopefully for you as well:

- The 2014 Chapter Conference in North Battleford was a resounding success. Congratulations to Brian Bossaer and the North Battleford Planning Committee for excellent work in this regard.
- Our membership in Saskatchewan continues to grow. The latest figure is 87 members, another all-time high. As we continue to deliver good value to our stakeholders, our organization will continue to grow and prosper. A big thank you to all who volunteer their time, energy and expertise in this worthy endeavour.
- Regarding recent developments at the international level - there continues to be a focus on rebranding the organization, perhaps even renaming the organization. The "School of the Future" has been renamed "Schools Next". A Leadership Academy, to train new leaders at all levels of our organization is being developed. And a Global Summit is in the early planning stages at the international level. Stay tuned for more exciting developments in this regard!
- At the provincial level - the development of the P3 School Bundle Project - 9 new joint use schools (a total of 18 educational facilities plus early learning centres plus other partners) continues – it is expected that the 3 short-listed proponents will submit their proposals later this Spring, with a target date of June 2015 for the final selection in this regard. The current plan is for these 9 joint-use projects to simultaneously start construction in July or August 2015 and be ready for staff and students in August 2017. It will be very interesting to see how this process and outcomes compare to traditional design and procurement processes and outcomes.
- Our Chapter has received great support from its executive members. Thank you to Daryl Boehme, Mitch Empey, Kristin Hetterly, Kirstin Mahan-Thompson, Mike Hurd, Tyler Ottenbreit, Chris Roszell, Derek Kindrachuk, Daniel Reeves and Jeff Howlett for your efforts and energy - we all appreciate your commitment to our organization.
- And a big thank you is in order for Dave Edwards, who continues to serve as our Governor. Dave will continue to provide a calm and thoughtful voice to all proceedings at the Pacific North West and International levels for eight more months. We'll be looking for a new Governor to take over from Dave in October 2015.
- The 2014 combination PNW/International Conference in Portland, Oregon was a great success. Great venue, good sessions, interesting tours, wonderfully quirky Portland charm and hospitality –it was a real treat to visit a progressive city such as Portland, learn from a variety of leading experts in our field, and catch up with many regional and international colleagues and friends!
- All the best, in 2015. It promises to be an exciting year for all of us!



Stan Laba  
President  
CEFPI Saskatchewan Chapter



THE COUNCIL OF EDUCATIONAL FACILITY PLANNERS INTERNATIONAL

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SASKATCHEWAN CHAPTER INC.

**STATEMENT of REVENUES and EXPENSES**  
**For the Period January 1, 2014 to December 31, 2014**

|                          |   |                  |
|--------------------------|---|------------------|
| <b>REVENUE</b>           |   |                  |
|                          | Provincial Conference                               | 37,816.02        |
| <b>Total Revenue</b>     |   | <b>37,816.02</b> |
| <b>EXPENSES</b>          |   |                  |
|                          | Bank Charges  | 224.01           |
|                          | Licences & Permits                                  | 10.00            |
|                          | Student Scholarships                                | 10,000.00        |
|                          | GST Tax   | 1,064.36         |
|                          | Awards Expenses                                     | 551.10           |
|                          | 2013 Conference Expenses                            | 11,775.75        |
|                          | Financial Review Chapter Books                      | 1,980.00         |
|                          | 2014 International Conference Reception Sponsorship | 800.00           |
| <b>Total Expenses</b>    |   | <b>26,405.22</b> |
| <b>Operating Surplus</b> |   | <b>11,410.80</b> |





## **SASKATCHEWAN CHAPTER GOVERNOR'S REPORT**

January 23, 2015

The Pacific Northwest Regional Board recently completed its two day planning session in Vancouver on January 16<sup>th</sup> and 17<sup>th</sup>, 2015.

### **Membership:**

The current membership of the Pacific Northwest Region is 951. This is an increase of 91 members from this time last year. This is partially due to the Membership Incentive Program that was introduced last year. We remain the largest Region in CEFPI. This March a new membership fee structure will be introduced for both public and private sector members. This information is on our web site [www.cefpi.org](http://www.cefpi.org).

### **Conferences:**

This year's Regional Conference is being held in Vancouver, BC from June 18<sup>th</sup> to 20<sup>th</sup>. The host location is at the University of British Columbia and utilizing a new student housing facility. There are a number of tours and activities planned along with a number of great educational sessions. If you have the opportunity, this will be a great Conference to attend. The 2016 Regional Conference will be in Alaska, and the 2017 Conference will be in Alberta once again.

The Annual International Conference, "LearningSCAPES" is scheduled for San Diego, California from October 22-26, 2015. The site for the 2016 Annual International gathering has not been finalized yet.

### **Hawaii:**

The Pacific Northwest Board is very excited to announce that it is recommending to the International Board that Hawaii be recognized as a new Chapter of the Pacific Northwest Region. There are currently approximately 30 members in Hawaii. Sheena Shook, from Honolulu attended the Regional Board Meetings recently in Vancouver, and is working very hard on the organization and establishment of the Hawaii Chapter. The Saskatchewan Chapter, as have the other Chapters, has made a financial commitment of \$500.00 to assist in the development of the Hawaii Chapter.



### **Activities at the Board Level**

There are a number of activities taking place currently including the following:

- .1 Establishment of a Task Force to explore ideas to increase our numbers of younger members.
- .2 Ongoing review of our Regional Home Page on the International website.
- .3 A comprehensive review of all of the existing Regional Awards and potential new awards.
- .4 Development of an orientation power point presentation as to the makeup and overall structure of CEFPI to keep our members informed.
- .5 This Fall there will be a “Call of Interest” to the members in regard to the Membership Chair position and a Secretary Treasurer position on the Regional Board. Both are three year terms on the Board and are Board appointed positions. Watch for this information if you have an interest in this.
- .6 Development of a Duties and Responsibilities Documents for Regional Board positions to assist new members to the Board and to maintain the continuity of activities year after year.

This will be my final year as the Saskatchewan Governor to the Regional Board as my three year term is completed. I am very proud to have been able to represent our Chapter over the years and honoured to have had this opportunity to meet, and work with such a fine group of people.

The Board expressed a great deal of thanks to our staff representative from International, Donna Robinson, for all of the work she has done for the Region over the past year, and all of her assistance with various conference planning activities and tasks, not only at the Regional Level but at all of our Chapters as well.

Submitted by:

David C. Edwards , CEFPI  
Governor, Saskatchewan Chapter