

A4LE Saskatchewan Chapter – Chapter Executive Meeting

Location TEAMS Call
Date March 13, 2024
Time 12:00pm
Minutes Kirstin Mahan Thompson

In Attendance:

Leif Friggstad (President) <i>Scholarship Chair</i>	Kirstin Mahan Thompson (Secretary)	Heather Morgan (Past President) <i>Canadian Director</i>	Kelly Nadler (Treasurer)
Greg Hasiuk (Manitoba Rep.)	Tyler Ottenbreit (Director)	Daniel Reeves (Saskatchewan Governor)	Ritesh Mistry (Ad Hoc Director)
Amber Moar (Ad Hoc Director)	Rachel Maldonado (PNW Director)		

Regrets:

Paul Blaser (Ad Hoc Director)	Derek Kindrachuk (Director)	Landon Lucyk (Ad Hoc Director) <i>Newsletter Chair</i>	
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Minutes of Meeting:

1. **Call to Order at 12:04pm.**
2. **Adoption of Agenda:** Moved by Heather, seconded by Amber. All in favour, passed.
3. **Adoption of Minutes of Last Meeting:** Moved by Ritesh, seconded by Dan. All in favour, passed.
4. **Business Arising from the Minutes:**
 - a. **Newsletters update:**
 - i. Leif and Landon can coordinate this and will target end of March. Please send anything to Lief – he will email the board for content.
 - ii. Update on the conference, International Update, 20U40, Nick Salmon Seminars, Potential Spring Film Strip, other events.
 - b. **Policy and Procedure Notes:**
 - i. Heather completed this prior to end of year.
 - ii. New board members should have this sent to them to be familiar.
 - c. **Board membership:**
 - i. Potential new board members – ISC, LeeAnn Croft. We don't typically have enough people at the conference to make the call for this. Would typically look for volunteers at the AGM.
 - ii. President Elect TBC for 2025.
5. **Meetings**
 - a. Proposed Board Meeting Dates:
 - i. June 12th (Wednesday) @ 11:00am (Keeper's Restaurant in Davidson)
 - ii. September 13, 2024 (the 13th) @ 12pm / TEAMS

- iii. December 11th (Wednesday) @ 12pm/ TEAMS
- b. Conference Planning Meeting:
 - i. We will start this up around June to get the committee formed.
 - ii. Contact the local school board to have them fully engaged as a partner in the planning

6. Outreach

- a. Membership Composition
 - i. Potential for a Symposium (International) hosted by Canada. Global board is trying to bring back the school district demographic. This would be planned by A4LE at the International Level.
 - ii. Topic could be about "Aging in Place" – revitalizing existing buildings, maintenance, and facilities. Heather will bring this up in Germany as a potential topic.
 - iii. This theme could also dovetail into a conference topic.
 - iv. Is there a chance to tie in Alberta conference with the Symposium?
 - v. How do we achieve a balance in the composition of our membership? Increase maintenance/facilities, vendor, engineer membership, superintendents.
- b. Approach
 - i. What contacts do those on the board have and potentially can we make new connections?
 - ii. Do we put together a media package that goes out from individuals?
 - iii. How do we compete with SASBO...what are the benefits and differences between the two organizations. Reestablish a relationship between the tw. Invite their president to our conference/events and attend theirs. Amber will forward along information on their contacts and events to Leif.
 - iv. Rachael mentioned that the Oregon chapter is having some success with cold calls.
 - v. Send any other ideas to Lief if you have thoughts on this.

7. 2025 Sask Chapter Conference

- a. Theme identification – "Aging in Place"
- b. Will still want a school tour – could it be more of an addition/renovation or revitalization project?
- c. Heather requested Rachael investigate current venue pricing in Regina/Saskatoon areas to see if we can afford to host in these larger centres. - 2018 was Regina, 2019 was Saskatoon (PNW)
- d. Leif has some work in smaller projects in Prairie Valley School District.
- e. Leif to start a living document of potential school projects to circulate to the group including:
 - i. School District
 - ii. Type of Project
 - iii. Main Point of Contact
 - iv. Potential Vendor involvement – they may be able to provide project information
 - v. Stage of Completion
- f. Please reach out to other members that want to be involved formally for the Planning Committee.
 - i. Heather volunteered

- ii. Ritesh will discuss with Jessica (20U40 attendee from their office)
- iii. Leanne Croft

8. Other Events:

- a. West Coast Conference: April 9-12 in Honolulu, HA
- b. LearningSCAPES: October 16-19 in Portland, OR
- c. Local events / webinars:
 - i. Tentative Dates for Nick Salmon Seminars: Rachael updated that three consecutive months towards the end of the year are being planned. It is currently under Saskatchewan's budget but is intended to be split three-ways between Sask/Alberta/BC.
 - ii. Demographics Seminar with Faye Strong – currently no planning on this.
 - iii. Spring Film Reel – is there interest for this again in June? Is there interest from Sask Builds to be involved this time? Budget day is coming up in the next week, so there could be more to talk about from them.
 - 1. Need to contact Collin (Sask Builds) or Vaughn (Sask Ministry)
 - 2. \$45million worth of portables – is there anything to speak about with this announcement.
 - 3. Plan to have a “Save the Date” and call for sessions in the newsletter for June 6th 3:00 – 5:00pm.

9. Gerry McCudden Scholarship Update

- a. There is still potential for Canada to offer the scholarship.
- b. Kelly can ask our accountant informally if they see any issues with this.
- c. Lief/Rachael will spearhead if we do send out.
 - i. Kirstin volunteered for the review team.
 - ii. PNW Awards: Distinguished Service, Fellow, and Lifetime Achievement Nominations. We will need to go through this to find out process, timing, and requirements for the different awards.

10. Document Storage Options:

- a. We would like to move away from Google Docs.
- b. Potential to use TEAMS but requires Microsoft.
- c. Washington Chapter uses One Note (Microsoft again)
- d. Need to organize our final 2023 Conference templates/printables/etc.
- e. Kelly has the last 7 years of financials (likes to keep up to 10 years). He also has hard copy binders.
- f. Leif will plan to cull the boxes he has at his office to keep only what he feels is relevant - using last year as an example of what the organization uses hard copy vs. digital and what is current or outdated.

11. Adjournment – 1:10pm – Kirstin moved to adjourn.

12. Next Meeting: June 12, 2024 @11am (Keeper's Restaurant, Davidson, SK.)