

A4LE Saskatchewan Chapter Executive Meeting

Location Teams Call
Date March 17, 2023
Time 12:00am
Minutes Kirstin Mahan Thompson

In Attendance:

Heather Morgan (President)	Leif Friggstad (President Elect) <i>Scholarship Chair</i>	Kirstin Mahan Thompson (Secretary)	Kelly Nadler (Treasurer)
Tyler Ottenbreit (Director)	Derek Kindrachuk (Director)	Victoria Yong-Hing (Ad Hoc Director)	Paul Blaser (Ad Hoc Director)
Landon Lucyk (Ad Hoc Director) <i>Newsletter Chair</i>			

Regrets:

Amber Moar (Ad Hoc Director)	Greg Hasiuk (Manitoba Rep.)	Daniel Reeves (Past President/Governor)	
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Minutes of Meeting:

1. **Meeting opened at 12:09am**
2. **Additions to Agenda** – There were no additions to the agenda
3. **Adoption of Agenda** – Moved by Leif, seconded by Victoria, all in voted in favor, Passed
4. **Adoption of Minutes of Last Meeting** – This has been deferred until Heather and Kirstin can put together AGM Minutes. These will be distributed to the board via email for approval.
5. **Welcome and introductions to new Board Members**
 - a. Heather confirmed that Devin Martens from Chinook School District is not ready to stand on the board at this time.
 - b. Heather welcomed Landon Lucyk to the board as an Ad hoc member. Amber Moar from Prairie Spirit School Division (not in attendance) will also be joining the board.
 - c. Roles and expectation package was mailed out by Heather in February. Please review and be familiar.
6. **Conference Review and Update**
 - a. Attendance and final financial review have not been confirmed. Kelly expressed frustration with current modes of registration and payment. It is impossible for him to actively monitor the budget of the conference if he doesn't have live access to this information. As he processed payments for the Trade Show, he was able to track this and communicate directly with the registered vendors.
 - b. Kelly noted the only negative feedback he received was that Johnson Controls did not get the spot they had reserved. Kelly recommended that someone familiar with the

Trade Show registration and layout should be on the floor next time they are setting up.

- c. Kirstin noted that roles between A4LE Staff member and the Chapter planning committee need to be more clearly defined with regards to venue booking. There seemed to be confusion regarding which tasks were completed by whom and lead to delays in confirmation.
- d. Heather confirmed that Matt had received the free Registration to the Vancouver Pacific Northwest Conference in April '23. Heather noted that Donna had confirmed a free registration to the Hawaii Regional conference in 2024 could be sponsored by the Pacific Northwest Region. This should be awarded maybe at the spring/fall event in order to give the winner time to make arrangements to attend.

7. 2024 Chapter Conference Location Discussion

- a. Current thought had been Moose Jaw, however, Tyler does not think that they have any new schools to tour and it is unclear if there are any school board members that could help out with this.
- b. Weyburn was noted as a potential with the new school. It is not any further than Regina folks travelling up to Prince Albert (3-5hours). In the past, the school board members had not been interested in spear heading a conference, however, this would be a good opportunity to touch base with them. Weyburn does host a large Oil Convention, so would be good to have Donna look into facility options there. Tyler will reach out to Ward from 1080 Architecture to discuss potential for school tour.

8. Scholarship Update

- a. Leif will be taking over the scholarship chair position.
- b. Next Steps:
 - i. He is in the process of reviewing which school boards are eligible and establishing points of contact.
 - ii. Revisions to the submission documents were discussed. It is felt that requesting the academic average might limit number of applicants. It was felt that, rather, thought processes in answering the question, volunteering history, and acceptance to a post-secondary institution should be the criteria on which the jury focuses.
 - iii. Volunteers are needed to be on the scholarship Jury. Victoria, Kirstin, Landon, and Dan Reeves (who has in the past) agreed to help Leif in the review process.
- c. Heather would like personal information from past applicants removed from our document archive. Social Insurance numbers used to be required and should not be stored by our Chapter anymore.

9. 20 Under 40 – July in Calgary, AB

- a. Sask Chapter nominated two attendees, both who we assume have been accepted – Jessica Gibson (HDA) and Landon Lucyk (P3A).
- b. The board made a motion to financially support the attendees by paying for the registration fee. (Motion by Kelly, Seconded by Leif).
- c. Once our financial performance at the Conference is established, the board can discuss if further funds can be provided for travel/accommodations.

10. Sask Chapter Newsletter

- a. Landon will be taking over the position of Newsletter chair.
- b. End of March was targeted for Spring Newsletter.
- c. Board to forward content, projects, articles, or links to Landon that could be featured.
- d. 20U40 Attendees could be featured in next edition.

11. PNW Regional Conference/LearningScapes

- a. Regional – Leif, Heather, and Dan Reeves are expecting to attend.
- b. LearningScapes: Heather and Paul are expecting to attend.
- c. Heather mentioned that previously, the Sask Chapter provided a scholarship to attend one of these events to a member. Once the Chapter is in a financially sound position, this should be considered again.

12. Awards

- a. Three Distinguished Service Awards were announced at the Prince Albert Conference to outgoing board members – Dan Olmstead, Dan Van Buekenhout, and Chris Roszell. Dan Reeves will be printing and mailing these out.
- b. Regional Potential Awards: PNR Fellow, Distinguished Service, and Lifetime Achievement Nominations. Heather included the eligibility spreadsheet for Sask Members. Board members to review and provide nominations for next year.
- c. This deadline may have been missed for 2023, as these are usually announced at the upcoming Regional Conference. *(Subsequent to meeting, Kirstin reviewed this online. The call generally goes out in October with Deadline in December)*

13. New Business

- a. Spring Event.
 - i. Tyler O. was looking at an event that could feature updates/project briefs on work that is occurring around Saskatchewan. He will send out a list of potential projects that the board can then use to contact potential speakers.
 - ii. This event could be an online event to be inclusive of more of the members, but Saskatoon and Regina could potentially host in person space for locals to join/potentially have lunch.
 - iii. Derek volunteered to help organize this.
- b. Membership – Dan Reeves to spearhead how Sask Chapter can increase membership. Heather recommends outreach to School Districts to encourage them to sign up additional members with unlimited member option.
- c. Update from International (Heather)
 - i. Met with John Ramsey to establish cohesiveness across Chapters, sharing of resources.
 - ii. Discussion re carrying large bank account - under advisement, may no longer be needed.
 - iii. Possible international event held in SK to increase A4LE awareness.
 - iv. Technology seminar to update on new tech that may be available to chapters and share best practices across chapters.
 - v. Addition of new staff to support chapters/A4LE initiatives
 - vi. 5000 members+

14. Next Meetings

- a. 10:30am - April 28th, 2023 – In Person at Keepers Restaurant in Davidson
- b. Heather will send email for future meeting times/dates/locations.

15. Adjournment – 12:56pm