



THE COUNCIL OF EDUCATIONAL FACILITY PLANNERS INTERNATIONAL

## CEFPI Saskatchewan Chapter Executive Meeting

November 26, 2014

10:00 a.m. Meeting (SPSD Boardroom) / Teleconference

**In Attendance:**

Stan Laba  
Jeff Howlett  
Daryl Boehme  
Kirstin Mahan Thompson  
David Edwards  
Tyler Ottenbreit (via Teleconference)

**Regrets:**

Donna Robinson  
Daniel Reeves  
Mitch Empey  
Mike Hurd  
Derek Kindrachuk  
Chris Roszell  
Kristin Hetterly

1. **Additions to Agenda** – none
2. **Adoption of Agenda** – Moved by Daryl Boehme, seconded by Stan Laba, all in favour.
3. **Adoption of Minutes of Last Meeting**  
Moved by Daryl Boehme, seconded by Kirstin Mahan Thompson, all in favour.
4. **Business Arising from Meeting Minutes**
  - Kirstin noted that updated treasure report as mentioned in Financial Report of previous meeting minutes has yet to be distributed.
5. **Reports**
  - **Financial Report** – Report to be deferred until next meeting.
  - **International Report** - Report to be deferred until next meeting.
  - **Governor's Report** (via email prior to meeting)
    1. Dave reported that Hawaii is in the early stages of forming a chapter and there may be a request to the Sask Chapter to provide some seed money for an event to build the chapter. A formal request has not yet been made at this point, but the Sask Chapter would be favorable to donating an amount in the ± \$500 range.
    2. The PNW Region wants to review the awards that it gives out to members. These would be the service awards where we nominate a Sask member to receive a Regional award. Are these awards still meaningful, do we still need them? They have suggested a call to the membership for interest to work on a committee to review all of the Regional awards and programs. Stan Laba to send out an email to the membership and Dave Edwards will take any volunteered names back the Regional board.

6. **New Business**

- Newsletter: Kirstin Mahan Thompson and Donna Robinson distributed the newsletter on November 21, 2014. Stan reported that he has already received a call from Heather Morgan of Dirtt with interest in joining the Sask Chapter Executive Committee.
- All executive members who attended the Portland Conference , funded by the CEFPI Sask Chapter, to submit a report/write up on their experience. Kristin Hetterly to send email followup.
- As Dave Edward's role as Governor will be ending in 2015 at the next International Conference (Fall), we will need to be looking at who would like to step up to fill this role. Ideally we would like to have this determined before the 2015 Chapter Conference. Kirstin Mahan Thompson indicated interest in the position as it could tie into her potential role as Sask Chapter President for the 2015 year.
- Stan to followup with Donna and Tara on the current structure of the Regional and Chapter awards as well as to provide context to the existing awards. This will tie into the Region's review as well.
- The Executive has made a nomination for the recipient for the Sask Merit Award. Jeff Howlett to follow up on finding the existing plaque.

7. **Adjournment** – Meeting ended at 10:40pm.