



**BOARD MEETING**  
**Tuesday, January 13, 2015**  
**Boardroom 24, 18<sup>th</sup> Floor, Century Place**

**PRESENT:** Tim Cleveley, President  
Brian McCulloch, Secretary-Treasurer  
Brenda Waluk, Vice President  
Dan Alexander  
Jilian Campbell  
Robert Kuziw

Jim McDonald  
Beatrice McMillan  
Satya Gadidasu  
Christa Cruthers, Executive Coordinator  
Chrisy Burton, Recording Secretary

- 15.1.1 **CALL TO ORDER**  
President, Tim Cleveley called the meeting to order at 12:05 p.m.
- 15.1.2 **APPROVAL OF AGENDA** **CARRIED**  
Moved by Brenda Waluk, seconded by Satya Gadidasu that the Agenda be approved as amended. Added 6h LAPP Update.
- 15.1.3 **APPROVAL OF MINUTES – December 9, 2014** **CARRIED**  
Moved by Jilian Campbell, seconded by Beatrice McMillan that the Minutes be approved as presented.
- 15.1.4 UNFINISHED BUSINESS:**  
13.1.4 **Directors' Liability Insurance - status**  
**ACTION:** Brian to fax newly revised bylaws (recently approved at Fall and Special General Meeting Luncheon) to insurance company.
- 14.4.4b **Board Succession Planning - development of recognition policy –**  
The draft policy for Recognition of Board and Committee Service was finalized.  
**CARRIED**  
Moved by Beatrice McMillan, seconded by Brenda Waluk that the Recognition of Board and Committee Service policy be approved as amended.  
**ACTION:** Christa and Tim to make amendments to Recognition policy as discussed.  
**ACTION:** Communications Committee to review plaque ideas for recognition.  
**ACTION:** Review Board structure, Policy format and creation of Governance Committee at the January Planning Session.
- 14.11.5b **Legal Assistance**  
Christa revised the Legal Assistance form and posted it on the website. The Board discussed what the \$1000 covers.
- 14.11.5e **Members Satisfaction Survey – Review of 2014**  
**ACTION:** Christa to finalize the survey questions.
- 14.11.6d **Videoconferencing – connect online with remote colleagues**  
Discussed various opportunities for videoconferencing.
- 14.12.6a **Events Committee – Retirement Planning Session**  
Brian mentioned that retirement planning information is available on eCity.

**ACTION:** Brian to follow up with Anne Dingwall regarding additional information regarding pre-retirement sessions.

## 15.1.5

### **DECISIONS:**

#### 15.1.5a

#### **Events Committee – Report to the Board**

- Attendees at Luncheons – it was agreed by the Board that only paid CEMA members attend the CEMA luncheons as the luncheons are for CEMA Business.
- Holiday Luncheon – 480 attendees (505 registered).
- Stuff a Bus - 12 volunteers, 44 hours donated timed
- AGM – Guest Speaker & Elections Officer - booked Rick Daviss to discuss the downtown Arena. **ACTION:** Tim to follow up with Alayne or Mavis to facilitate the elections.
- January 19<sup>th</sup> Brown Bag – Workplace Evolutions & Career Opportunities – Presenters Terry Wong, Bridging Consultants and Pete Baran, Blueneck Consulting. At 40 registrants and capacity of boardroom. Presenters are providing beverages.
- February 2015 Brown Bag – ARTA Benefit Plan – week of February 16.

#### 15.1.5b

#### **Communications Committee – Report to the Board**

- Soft Launch and Launch of CEMA Rebranding (logo and website) – discussed soft launch to take place at the Planning Session.
- SWAG (item and budget) - discuss at Planning Session.
- CEMA email addresses – the Board agreed not to pursue.
- Google Apps or Work, cema edmonton.com – the Board agreed not to pursue.

#### 15.1.5c

#### **2015 CEMA Planning Session**

- Finalized agenda for the January 23, 2015 Planning Session.

## 15.1.6

### **INFORMATION/OTHER BUSINESS:**

#### 15.1.6a

#### **2015 Budget Discussion**

Discuss at the Planning Session.

#### 15.1.6b

#### **Legal Assistance 2015-01 (in-camera)**

Legal assistance application 2015-01 was approved.

#### 15.1.6c

#### **Economic Adjustment – Update**

Table for February meeting.

#### 15.1.6d

#### **Union/Association CLT Meeting (Dec. 18, 2014) – Update**

Table for February meeting.

#### 15.1.6e

#### **City Manager/CEMA Meeting (Dec. 15, 2014) – Update**

Table for February meeting.

#### 15.1.6f

#### **Mayor’s State of the City Address 2015**

Table for February meeting.

#### 15.1.6g

#### **Annual Review of Contracted Services (in-camera)**

Table for February meeting.

#### 15.1.6h

#### **LAPP Update**

Brenda will be attending the LAPP Stakeholder meeting on January 19, 2015.

## 15.1.7

### **ADJOURNMENT**

The meeting adjourned at 1:00 pm

<p><b>Next Board Meeting:</b> Tuesday, February 10, 2015, 12:00 p.m. to 1:30 p.m.</p>
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