



LOCATION: Conference Call - Various

PAGE: 1 of 2

PRESENT:

Sean Austman-Kunkel	President
Sarah Gagné	Vice President
Heather Scott	Past President
Sudhir Jha	Director
Bhabesh Roy	Director
Billy Qaqasiq	Director
Jean Soucy	Director
Ken Johnson	Southern Director
Pearl Benyk	Administration

PURPOSE: Regular meeting of the NTWWA Board of Directors

DISTRIBUTION TO ALL ABOVE AND: Dennis Althouse, Doug Steinhubl, Wayne Thistle, Greg Laboucan, Olivia Lee

WRITTEN BY: Pearl Benyk

ITEM	DESCRIPTION	ACTION BY
<b>1. Call to Order</b>	<ul style="list-style-type: none"> <li>Meeting called to order and chaired by new President Sean Austman-Kunkel. New board members Wayne Thistle and Greg Laboucan were not in attendance so could not be welcomed to the board. This will be done next meeting.</li> <li>Appointment of Executive Director (this appointment is done annually). <b>Moved by Sarah Gagné that Olivia Lee be appointed as Executive Director for the year. Seconded by Jean Soucy. CARRIED.</b></li> </ul>	
<b>2. Agenda</b>	<ul style="list-style-type: none"> <li>Agenda accepted by consensus. No additions.</li> </ul>	
<b>3. Adoption of Previous Minutes</b>	<ul style="list-style-type: none"> <li><b>Moved by Ken Johnson, Seconded by Sudhir Jha, that the minutes of October 25, 2007 meeting be approved. CARRIED</b></li> </ul>	
<b>4. Correspondence</b>	<ul style="list-style-type: none"> <li>Canada Wide Strategy on Municipal Wastewater Effluent (MWWE) consultation: Heather spoke to this. As NTWWA is the most important water and waste water organization in NWT and NU, we should submit comments. Various board members (Jean, Heather, Bhabesh) have been involved so far.</li> <li>All board members should look at the draft strategy, available at: <a href="http://www.ccme.ca/ourwork/water.html?category_id=81">http://www.ccme.ca/ourwork/water.html?category_id=81</a> and prepare their comments. These will be submitted as separate appendices under a covering letter, but discussed first at the next board meeting. Sean will send out a reminder to all board members in early January.</li> </ul>	Board Members Sean
<b>5 Standing Items</b>	<b>CONFERENCE</b>	
<b>5.1 Review of Conference Finances</b>	<ul style="list-style-type: none"> <li>Pearl has prepared a draft financial report on the conference, which shows Revenue over Expenses of just over \$16,000. There are still some details to work out, including invoicing INAC YK and costs for catering at Nova Inn and costs of CD ROMs which are not yet known. Pearl will complete and re-submit to board.</li> </ul>	Pearl



ITEM	DESCRIPTION	ACTION BY
<p><b>5.2 Review of Conference Evaluation forms completed by participants (68 out of 97)</b></p>	<ul style="list-style-type: none"> <li>• Pearl has compiled these. They show, among other things, that 100% of people thought the content and resources at conference were good and the topics covered were appropriate. 95% found the agenda useful, 96% said the conference was valuable to them.</li> <li>• On the question of whether the conference should be held on a weekend or during the week, the participants were pretty evenly split. 50% said they preferred it be on the weekend, 46% wanted it held during the week and 4% didn't care whether it was during the week or on the weekend.</li> <li>• Pearl will send out to the board the list of comments and suggestions for improvements from the evaluation forms.</li> </ul>	<p>Pearl</p>
<p><b>5.3 Wrap up of conference tasks</b></p>	<ul style="list-style-type: none"> <li>• There is still work to be done, notably the preparation of attendance certificates and membership cards, which will be done in the new year.</li> </ul>	<p>Pearl</p>
<p><b>5.4 Resigning of Contract with Del Communications for production of NTWWA Journal</b></p>	<ul style="list-style-type: none"> <li>◆ Ken reported the first 3-year contract has finished and this new 3-year contract will be same as the first one. Ken, as NTWWA rep, produces the editorial copy, Del does the production, sells the advertising and mails out 1900 copies, which includes those to NTWWA members. NTWWA receives 10% of the advertising revenue.</li> <li>◆ <b>Moved by Ken Johnson, Seconded by Jean Soucy, that NTWWA renew the contract with Del Communications. CARRIED.</b></li> </ul>	<p>NTWWA Signing Authorities</p>
<p><b>5.5 Official Signing Authorities</b></p>	<ul style="list-style-type: none"> <li>• As the new NTWWA President, Sean Austman-Kunkel, lives in Norman Wells and this would make for a time and postage consuming process for paying bills, and as the three signing authorities from last year (Heather Scott, Sarah Gagné and Dennis Althouse) are all on the board for the coming year and all live in Yellowknife, the suggestion was made that they remain the signing authorities for this coming year.</li> <li>• <b>Moved by Jean Soucy, Seconded by Bhabesh Roy, that the present official signing authorities for NTWWA Heather Scott, Sarah Gagné and Dennis Althouse be the official signing authorities for the association. CARRIED</b></li> </ul>	
<p><b>6.0 Next Meeting</b></p>	<ul style="list-style-type: none"> <li>• Thursday, January 18, 2008 at Noon Mountain Time</li> </ul>	
<p><b>7.0 Adjournment</b></p>	<ul style="list-style-type: none"> <li>• Moved by Jean Soucy, Seconded by Sudhir Jha that the meeting adjourn.</li> </ul>	
	<p><b>These minutes are in the writer's best interpretation of discussions held during the meeting. Please inform the writer of any noteworthy omissions or errors.</b></p>	