



MINUTES of OCTOBER 16, 2008 NTWWA BOARD MEETING

LOCATION: Conference Call - Various

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PRESENT:

Sean Austman-Kunkel	President
Heather Scott	Past President
Sudhir Kumar Jha	Director
Jean Soucy	Director
Ken Johnson	Southern Director
Olivia Lee	Executive Director
Pearl Benyk	Administration

PURPOSE: Regular meeting of the NTWWA Board of Directors

DISTRIBUTION TO ALL ABOVE AND: Greg Laboucan, Billy Qaqasiq, Dennis Althouse, Bhabesh Roy, Wayne Thistle, Olivia Lee.

WRITTEN BY: Pearl Benyk

ITEM	DESCRIPTION	ACTION BY
1. Call to Order	<ul style="list-style-type: none"> Meeting called to order by President Sean Austman-Kunkel, with no quorum. 	
2. Agenda	<ul style="list-style-type: none"> Approval of the agenda set aside as there was no quorum. 	
3. Adoption of Previous Minutes	<ul style="list-style-type: none"> Approval of minutes tabled due to lack of quorum, but members in attendance agreed with the contents of minutes as presented for meetings of Sept 25th and October 9th, with the correction that signage for the conference will be printed in Norman Wells. Sean will send Pearl names of companies that do this work and Pearl will order the signs. As no one had raised any objections since last meeting about the minutes of meetings held on June 5th, July 17th, August 14th, the following motion was made: Moved by Jean Soucy, Seconded by Heather Scott, that the minutes of meetings on June 5, July 17 and August 14 be approved. CARRIED. 	Sean Pearl
4. Correspondence	None	
5. Standing Items	CONFERENCE	
5.1 Registration	<ul style="list-style-type: none"> Registration table will be set up at the Legion from 6 to 7 p.m. on Friday, just prior to the Meet and Greet. It will be staffed by board members if Sean cannot get staff from Town of Norman Wells to do this for us. 	Board Sean
5.2 Presenters	<ul style="list-style-type: none"> Olivia will be sending out a draft agenda showing presentations. It is hoped a draft agenda can be posted on the website next week. Members agreed that session chairs will not give biographies of speakers during the introductions, unless they want to, and gather the information they need themselves. At the next meeting, Olivia will select people to be session chairs/moderators. Anyone with suggestions of who could be approached re: making a presentation should pass the name(s) on to Olivia. Heather and Olivia will call some suggested people whose names they already have. 	Olivia Pearl Olivia Board Members Heather Olivia



ITEM	DESCRIPTION	ACTION BY
5.3 Venue, Resources, etc.	<ul style="list-style-type: none"> • Signs will be printed in Norman Wells for the venue and registration. Signs will also be put in every hotel about venues for events. • Ken has sent notices of our conference to Environment Canada's northern working group, NAPEGG and the NWT Construction Assoc. for inclusion in their mass emails and newsletters. • Pearl to check on funding from Govt. of Nunavut (\$5000). Funds from the GNWT are 'in process'. • Olivia will write letter to Ken Mattes (WCWWA Pres) officially inviting him to be keynote speaker at the buffet dinner. • Sean confirmed there will be power outlets for all trade show booths. He will check into possibility of an internet connection for use by presenters. • Jean will check on the Drinking Water trophy, the base of which is being made in Ft. Smith, and to see that it gets safely sent to Norman Wells. 	Sean Ken Pearl Olivia Sean Jean
5.4 Opening Prayer	<ul style="list-style-type: none"> • As Billy was not in attendance he could not be asked if he could do the opening prayer. This will be done when he is in attendance. 	
5.5. AGM	<ul style="list-style-type: none"> • Board members received the list of which board positions will be up for election at this AGM. • The by-laws say there can be no more than 12 board members, of whom six members will constitute a quorum. Members agreed the bylaws should be changed at this AGM to say that half of the elected board members constitute a forum. This would mean the number of board members elected can be reduced, which would mean a smaller quorum and hopefully fewer problems with achieving quorum for meetings throughout the year. • Other changes of the bylaws, especially the one regarding the 50/50 balance of NWT and Nunavut members on the board, may be considered as well, as it is not always possible to achieve this number of members from Nunavut. • Sudhir indicated that he is willing to have his name stand for the position of Vice President. 	
5.6 Board Pledge	<ul style="list-style-type: none"> • Members at this meeting agreed with the draft wording of the pledge, as amended by email comments and during discussion in this meeting. It will be required that all members standing for election to the board take the pledge promising to make every effort to attend all board meetings, to inform the Executive Director or whomever is sending out meeting notices if he/she cannot attend and to comply with a request to submit his/her resignation if he/she misses two meetings without notice. 	
7.0 Next Meeting	<ul style="list-style-type: none"> • Thursday, October 23, 2008 at Noon Mountain Time 	
8.0 Adjournment	<ul style="list-style-type: none"> • By consensus. 	
	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.	