



LOCATION: Conference Call - Various

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PRESENT:

Sudhir Jha	Director
Jean Soucy	Director
Sean Austman-Kunkel	President
Doug Steinhubl	Industry Director
Ken Johnson	Southern Director
Pearl Benyk	Administration

PURPOSE: Regular meeting of the NTWWA Board of Directors

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

WRITTEN BY: Pearl Benyk

ITEM	DESCRIPTION	ACTION BY
<b>1. Call to Order</b>	• Meeting called to order with no quorum, by President Sean Austman-Kunkel.	
<b>2. Agenda</b>	• Approval of the agenda set aside as there was no quorum.	
<b>3. Adoption of Previous Minutes</b>	• Approval of minutes of June 5 <sup>th</sup> and July 17 <sup>th</sup> , August 14 <sup>th</sup> and Sept 25 <sup>th</sup> meetings were tabled until there is a quorum. .	Members
<b>4. Correspondence</b>	None	
<b>5. Standing Items</b>	<b>CONFERENCE</b>	
<b>5.1 Keynote Speaker</b>	• Ken Mattes, President Elect of WCWWA, has been formally invited to attend the conference and be the keynote speaker.	
<b>5.2 Presenters</b>	<ul style="list-style-type: none"> <li>• Two people from INAC will be approached re: making a presentation at the Operators Workshop.</li> <li>• Olivia will be sending out a list to everyone of the presenters on the list so far so that board members may contact others who have not yet been asked.</li> <li>• Ken will contact NWT Construction Assoc. re: presenting.</li> <li>• Two presentation 'slots' will be set aside so that a rep of each trade show booth can make a 5-minute presentation to the delegates. Each company with a trade show booth will also be allotted 5 MG of space on the conference CD ROM.</li> </ul>	Ken  Olivia Ken  Olivia
<b>5.3 Organization, Donations/Support from Town</b>	<ul style="list-style-type: none"> <li>• Sean has secured free transportation for the tours, and there will be a cost for transport to dinner at the Legion.</li> <li>• Sean has also secured necessary audiovisual equipment.</li> <li>• The Town of Norman Wells staff is getting "goodie bags" for delegates together, with town pins, and info of interest to delegates.</li> <li>• The Town of Norman Wells, as well as several businesses, are making donations of items and services for the conference.</li> <li>• Sean will get names of printing companies in town and they will be hired to make photocopies of conference materials.</li> <li>• Ken will look into the making of the signage for the conference location.</li> </ul>	Sean  Ken
<b>5.4 Other Tasks</b>	<ul style="list-style-type: none"> <li>• Pearl will see that 30 copies of Operators Handbook, plus conference folders, are sent to Norman Wells in advance.</li> <li>• Jean will see that the Drinking Water Competition trophy, the base of which is being made in Fort Smith, gets safely to Norman Wells.</li> </ul>	Pearl  Jean



ITEM	• DESCRIPTION	ACTION BY
<b>6. AGM Preparations</b>	<ul style="list-style-type: none"> <li>• Pearl will send Olivia the list of which positions on the board will be vacant as of this upcoming AGM.</li> <li>• Pearl will get the financial papers to the auditor Paul Fleury for preparation of the annual audit.</li> <li>• Significant discussion took place about the on-going problem of not enough board members being available for meetings to form a quorum. It was suggested that all board members, upon nomination, and before being elected, be asked to sign a pledge designed to ensure better participation. It was suggested that if a person misses two meetings without notification that they will be formally asked to resign from the board. Ken will draft a pledge for the board's consideration and/or approval and send it around by email.</li> </ul>	<p>Pearl</p> <p>Pearl</p> <p>Ken</p>
<b>7.0 Next Meeting</b>	<ul style="list-style-type: none"> <li>• Thursday, October 16<sup>th</sup> 2008 at Noon Mountain Time</li> </ul>	
<b>8.0 Adjournment</b>	<ul style="list-style-type: none"> <li>• By consensus.</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>	