

# Coastal Water Suppliers' Association

Minutes of the meeting of May 13, 2010 held in Parkville BC

**Present:** Leon Cake  
Jim McKerr  
Ron Stepaniuk  
Dick Stubbs  
Bob Timms  
Joe Woolls  
Pauline Berkmann (administrator)

The meeting was called to order at 10:40 am

## **Election of Chair**

Bob Timms nominated Leon Cake – there being no more nominations Leon was declared elected.

**Minutes** of the Annual General Meeting of March 5, 2010 were adopted as amended.

Note: amendment to the minutes reflected the following clarification:  
Individual associate membership dues = \$50.00 pa  
Company associate membership = \$70.00 p.a.

**Financial Statements** as at April 24, 2010 were approved as presented

The Association's bank account shall remain at the Union Bay Credit Union. It was noted that three of the eligible signatories have now left the association they were:

Brenda Fisher  
David McDowell  
Bon Thorburn

Dick Stubbs remains as one of the Directors

New signing authority has been assigned to the following:

Pauline Berkmann  
Leon Cake  
Jim McKerr  
Dick Stubbs                      Administrator instructed to notify the bank ASAP

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## **Policies:**

Travel expenses (ferry) to be reimbursed at cost

Mileage to be paid at the rate of \$0.50/km

Administrator's honoraria = \$4,200.00 pa

## **New Business:**

1. Letter to be written to David McDowell thanking him for his participation with CWSA
2. Motion approved to purchase a gift certificate in the amount of \$100.00 for Brenda Fisher in appreciation of her years of service as administrator.
3. Website – administrator instructed to contact webmaster requesting an update on the status of the CWSA website with regards to access by members. Information regarding membership dues should not be public. CWSA address and phone number should be changed.
4. Discussion on the Constitution – it was agreed that everyone shall review the document and bring any feedback for suggested amendments to the next meeting.
5. Motion approved to appoint Jim McKerr as Director North allowing a greater scope within the membership for a potential “Director at Large” suggestions for candidates to be brought to the next meeting.
6. Letter/email to be written to membership giving them an update on the association – new board, contact numbers, new address etc.

**Next meeting** scheduled for Friday June 25, 2010 at 11:00 am – same location = Serious Coffee Parksville. Trustee Cake to book a meeting room.

Meeting adjourned at 12:15 pm

*Minutes approved at the meeting of June 25, 2010*