

# Coastal Water Suppliers Association

October 15, 2010

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## **Minutes of the meeting of October 15, 2010 held at Serious Coffee, Parksville, BC**

### **Present:**

Leon Cake  
Walter Spruyt  
Ron Stepaniuk  
Dick Stubbs  
Bob Timms  
Joe Woolls  
Pauline Berkmann

### **Absent:**

Jim McKerr

Meeting **called to order** at 11:15 am

**Minutes** of August 27, 2010 were approved as circulated.

**Financial Statements** to October 14, 2010 presented for review.

Motion approved to pay invoice to Wally McKay for initial phase of website.

### **Old Business:**

#### Website - Feedback

- Administrator instructed to hold off launching the revised website until all information is current.
- Motion approved to form a "website committee" comprising of Spruyt, Stubbs and Berkmann – recommendations to be presented to each board meeting for approval until website is fully operational.

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- Modules (News, Coming Events etc) to be marked as "Under Construction" until completed.
- Discussion on "Sponsor" module. It was agreed that each sponsor should prepare a few lines of type on the reverse of their business card to illustrate their products or services.
- Berkmann to discuss with webmaster the feasibility of having a separate page for each category eg Contractors, Distributors, Service Providers. Berkmann also instructed to enquire if the business cards can be filed A/Z.
- Further discussion on advertising rates. Motion approved to set the rates for 2011 as follows:

Member	\$150.00 pa
Non – Member	\$300.00 pa.

- Berkmann also instructed to contact associate members for copies of their business cards in order to list on the website for the remainder of 2010 at no cost.
- Berkmann instructed to invoice associate members for 2011 dues and to include costs for advertising "if required."

## Workshops/Conferences

- Review of spreadsheet analysis on past workshops and conferences indicated that CWSA has been running at a deficit.
- It was agreed to cancel hosting a 2010 Fall workshop to give the CWSA executive time to review, regroup and reconnect with the membership.

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- Motion approved to form a Conference Planning Committee comprising of Spruyt, Stubbs and Berkmann. Committee to provide updates to the board at each regular meeting and via email when necessary.
- Dates considered for the Conference:
  - May 13/14, 2011
  - May 27/28, 2011
  - May 6/7, 2011
- Sites considered for Conference:
  - Parksville Conference Centre
  - Tigh Na Mara, Resort, Parksville
  - Qualicum Civic Centre
- Discussion on CEU's and education program for conference – topics included:
  - "Water Sustainability" - east coast and sunshine coast critical
  - "Climate Change" (Gulf Islands – storage)
  - "Demand Side Mangement"
  - "Keynote Speaker"
  - "Water Treatment"
  - "Pumps/control valves"
  - "Tester's Course" – challenge or re-do course

## Miscellaneous:

Discussion on supporting board/staff members if attending relevant (water) workshops, courses, conferences.

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Motion approved to support Director Stubbs (\$250.00) to attend Economic Development Summit scheduled for Nov 25/26, 2010 in Nanaimo.

Newsletter:

Stubbs volunteered to draft articles for review at next meeting.

Cake suggested contacting Bill Hyslop – EOCP for article on CEU's.

Berkmann suggested contacting V. Rogers, Sustainable Infrastructure Society regarding an article.

Next meeting tentatively scheduled for Nov 26/10 – (re-scheduled for December 10/10) – 11:00 am Serious Coffee.

Meeting adjourned at 1:30 pm.

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Leon Cake, Chairperson

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Pauline G. Berkmann, Administrator

*Approved in the minutes of December 10, 2010*